

# FALL TOWN MEETING

October 21, 2023

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# REPORT & RECOMMENDATIONS



# REPORT & RECOMMENDATIONS OF THE ADVISORY & FINANCE COMMITTEE

**Fall Town Meeting - Saturday, October 21, 2023**

## ARTICLE 1: Withdrawn

### ARTICLE 2A: Supplemental Budget - General Fund

To see if the Town will vote to amend the vote taken under Article 7A of the 2023 Spring Annual Town Meeting warrant, and, as necessary, to raise, appropriate, transfer from available funds, or borrow funds for the purpose of supplementing departmental expenses, and/or to reduce certain departmental expenses or otherwise amend said vote, or take any other action relative thereto.

SELECT BOARD

### RECOMMENDATION: LINE #3 COPC SUPPORT - Approval \$25,000 (7-6-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 2A Line # 3 COPC Support. Approval of this article will increase the FY24 General Fund Operating Budget by \$25,000 (voted separately) as detailed in the table below:

### RECOMMENDATION: ALL OTHER LINE ITEMS – Approval \$1,013,201 Unanimous (13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 2A All Other Line Items. Approval of this article will increase the FY24 General Fund Operating Budget by \$1,013,201 as detailed in the following table:

Department	Budget Line Item	Line #	Description of Item	A&F Recommendation
<b>Sub-Committee A</b>				
Town Manager	Personal Services	3	Salaries - COPC Support	\$ 25,000
Town Manager	Personal Services	3	Salaries - Stipend Quality Council	\$ 3,000
Town Manager	All Other Expenses	4	Implement Climate Action Plan	\$ 20,000
Town Clerk	Personal Services	7	Salaries	\$ 2,250
Town Clerk	All Other Expenses	8	Program Annual Cost & Printing	\$ 16,000
Town Clerk	Dept Equipment	9	Equipment Lease	\$ 11,700
Elections & Town Meeting	Personal Services	10	Salaries	\$ 2,025
Elections & Town Meeting	All Other Expenses	11	Technical Assistance	\$ 600
Elections & Town Meeting	Dept Equipment	12	Equip Rental & Purchase	\$ 6,000
Inspectional Services	All Other Expenses	11	Technical Services/Enforcement	\$ 125,000
Fixed Costs - Member Benefits	All Other Expenses	15	Member Benefits - Dispatchers	\$ (8,889)
<b>Total Sub-Committee A</b>				<b>\$ 202,686</b>
<b>Sub-Committee B</b>				
Information Technology	All Other Expenses	20	Open Gov Annual Maintenance	\$ 86,097
Finance	Personal Services	17	OT Charter Committee Support	\$ 8,834
Finance	All Other Expenses	18	Reduction to Maint. Costs for Procurement	\$ (5,416)



Fixed Costs - Member Insurance	All Other Expenses	28	Member Insurance - Dispatchers	\$ (231,846)
			<b>Total Sub-Committee B</b>	<b>\$ (142,331)</b>

#### Sub-Committee C

Police	Personal Services	32	Salaries - Dispatchers	\$ (612,971)
Police	All Other Expenses	33	Contractual Costs - Dispatchers	\$ 612,971
Police	All Other Expenses	33	Contractual Costs - Dispatchers	\$ 231,846
Police	All Other Expenses	33	Contractual Costs - Dispatchers	\$ 8,889
			<b>Total Sub-Committee C</b>	<b>\$ 240,735</b>

#### Sub-Committee D

DPW - Parks	All Other Expenses	45	Specialized Graffiti Removal	\$ 10,000
Fixed Costs - Snow & Ice	All Other Expenses	48	Increase Snow & Ice	\$ 660,777
			<b>Total Sub-Committee D</b>	<b>\$ 670,777</b>

#### Sub-Committee E

Community Resources	Personal Services	55	Library Salaries	\$ 41,334
Planning & Development	All Other Expenses	64	Consulting Services	\$ 25,000
			<b>Total Sub-Committee E</b>	<b>\$ 66,334</b>

<b>Total Article 2A Supplemental Budget Recommendation to Town Meeting</b>				<b>\$ 1,038,201</b>
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### ARTICLE 2B: Supplemental Budget – Enterprise Fund

To see if the Town will vote to amend the votes taken under Article 7B, 7C, 7D, and 7E of the 2023 Spring Annual Town Meeting warrant, and, as necessary, to raise and appropriate, transfer from available funds, or borrow funds for the purpose of supplementing enterprise departmental expenses, and/or to reduce certain departmental expenses or otherwise amend said vote, or take any other action relative thereto.

SELECT BOARD

### RECOMMENDATION: Approval \$656,000 Unanimous (13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 2B. Approval of this article will increase the FY24 Enterprise Fund Budget by \$656,000 as detailed in the following table:

Department	Original Article	Budget Line Item	Line #	Description	A&F Recommendation
<b>Sub-Committee G</b>					
Water	7B	Other Expenditures	72	Purchase of Chemicals	\$100,000
Sewer	7C	Other Expenditures	76	Increase in Utilities	\$100,000
Sewer	7C	Other Expenditures	76	Purchase of Chemicals	\$156,000
Sewer	7C	Other Expenditures	76	Disposal of Biosolids	\$100,000
Sewer	7C	Other Expenditures	76	Monitoring Equip Rental	\$200,000
<b>Total Article 2B Supplemental Enterprise Budget Recommendation to Town Meeting</b>					<b>\$656,000</b>

### ARTICLE 3: Withdrawn

**ARTICLE 4: Capital Recommendations**

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	Town Manager	Downtown Corridor Heat Island Mitigation & Beautification
A2	IT	Security Camera Upgrades
A3	Fire	Replace & Equip Pumping Engine 5
A4	Harbor Master	Town Wharf Extension
A5	DPW - Admin	Administration Building Schematic Design & Appraisal
A6	DMEA	Engineering & Permitting for Rehab of Store Pond
A7	DMEA	Herring Ponds Management Plan Implementation
A8	DMEA	Savery Pond Groundwater Flow Model
A9	DMEA	Design of Dark Orchard All Persons Trail
A10	DPW - Sewer	CMOM Program
A11	DPW - Sewer	Infrastructure Improvements
A12	DPW - Water	Infrastructure Improvements

or take any other action relative thereto.

SELECT BOARD

**RECOMMENDATION: Approval \$2,764,849 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 4 Capital appropriations as listed in the table below:

ITEM	PROJECT DESCRIPTION	APPROPRIATION
A1	Downtown Corridor Heat Island Mitigation & Beautification	\$ 63,200.00
A2	Security Camera Upgrades	\$ 58,550.00
A3	Replace & Equip Pumping Engine 5	\$ 925,596.00
A4	Town Wharf Extension	\$ 664,500.00
A5	Administration Building Schematic Design & Appraisal	\$ 25,000.00
A6	Engineering & Permitting for Rehab of Store Pond	\$ 246,300.00
A7	Herring Ponds Management Plan Implementation	\$ 32,800.00
A8	Savery Pond Groundwater Flow Model	\$ 32,800.00
A9	Design of Dark Orchard All Persons Trail	\$ 16,103.00
A10	CMOM Program	\$ 500,000.00
A11	Infrastructure Improvements	\$ 100,000.00
A12	Infrastructure Improvements	\$ 100,000.00
<b>TOTAL FOR ARTICLE 4 ITEMS</b>		<b>\$ 2,764,849.00</b>

## **ARTICLE 5: Bylaw Amendment.**

To see if the Town will vote to amend its General Bylaw, Chapter 137, "PROPERTY MAINTENANCE," as provided below with strikethrough language to be deleted and underlined language to be added:

### **Chapter 137**

#### **PROPERTY MAINTENANCE**

##### **Blight/Nuisances on Property**

###### **~~§ 137-1. Premises where building has been torn down.~~**

[HISTORY: Adopted by the Annual Town Meeting of the Town of Plymouth 4-16-1974 by Art. 58 as Art. 5, Sec. 5.13 of the 1974 Bylaws. Amendments noted where applicable.]

###### **~~§ 137-1. Premises where building has been torn down.~~**

~~The Selectmen shall require the owner of the premises from which any building has been removed or torn down to have said premises put in good, presentable and safe condition and require said owner to erect a suitable barrier, all to be done to their satisfaction within 30 days after notice, in writing, to said owner.~~

###### **§ 137-1. Purpose and Intent**

It is the purpose and intent of this section to minimize nuisances in the municipality. Nuisances, such as dilapidated buildings, structures including fences, graffiti, overgrowth, debris, trash, stagnant pools of water, property having defective weather protection and vacant or abandoned buildings, cause and contribute to blight within neighborhoods and commercial areas of the municipality and adversely affect the property values for adjacent and surrounding property. Such nuisances on property also impair the public health and safety. This bylaw is intended to further the objectives of and to act in concert with any existing state or local laws.

###### **§ 137-2. Definitions**

The following words and phrases, when used in this bylaw, shall have the following meanings:

Enforcement Authority- the Director of Inspectional Services or his or her designee, Health Director or his or her designee, Fire Chief or his or her designee

Graffiti- the intentional painting, marking, scratching, coloring, tagging or other defacement of any property without the consent of the owner.

Nuisance- a failure to satisfy any one or more of the property standards set forth in §137-3.

Owner- any person who owns, manages, or controls any property and shall be sufficiently identified by the name and address appearing in the records of the municipal assessor.

Person- any individual, voluntary association of individuals, business, entity, organization whether incorporated or not.

Property- any land, building, structure of real property, including any fixtures attached thereto,  
or any personal property located within the Town of Plymouth.

### **§ 137-3. Property Standards**

All property, whether occupied or vacant, shall be maintained in good repair and a safe and sanitary condition as provided herein, so as to not cause or contribute to the creation of a hazardous or blighted area or to affect adversely the public health and safety or property value of adjacent or surrounding property. All property in the Town of Plymouth shall be maintained in the accordance with the following property standards:

- (a) **Overgrowth-** All property shall be maintained free of vegetation that is or may reasonably become infested with rodents, vermin, or other animals, conceal pools of stagnant water, or create a fire safety hazard as determined by the fire official. All property shall be kept free of overgrown, decayed, dead, or hazardous trees, shrubs, or any other vegetation that possess a hazard to the health and safety of any person in the vicinity of the property, including any persons traveling on any portion of any public way, or any surrounding property. This section does not apply to any vegetation growth associated with agricultural use.
- (b) **Structures-** All structures, including any buildings, fences, storage sheds, or any element thereof shall be maintained in a structurally sound condition and in good repair as determined by the enforcement authority, including proper weather protection and waterproofing, and shall be maintained in a condition so as to not cause or contribute to creation of a fire safety hazard as determined by the fire official. All property with siding and roof covering shall be maintained in a weather resistant and watertight condition as determined by the enforcement authority. Any building or structure sustaining damage due to a fire, natural disaster, or any other incident and determined by the enforcement authority to be a nuisance may cause the nuisance to be removed as provided in MGL c. 139 at the owner's expense or as provided in § 137-4.
- (c) **Accumulation of Trash, Rubbish or Debris-** All property shall be maintained in a clean and sanitary manner and free from the accumulation of litter, rubbish, trash, or other debris, except in closed receptacles intended for such use.
- (d) **Pools of Stagnant Water-** All property shall be maintained to prohibit the formation of stagnant pools of water, which may adversely affect the public health by attracting and harboring mosquitoes and other insects.
- (e) **Graffiti-** All private property shall be maintained free from graffiti as defined in § 137-2. This section shall not apply to municipal property, property owned and operated by a state or federal agency.
- (f) **Other:** Determinations made by an Enforcement Officer or his/her designated agents, that the building, structure, or parcel of land is in a condition which poses a serious nuisance or serious threat to safety, health, and or/wellbeing of the Town of Plymouth.

### **§ 137-4. Removal of Nuisance**

It shall be unlawful for the owner of any property in the Town of Plymouth to violate any one or number of the property standards contained in § 137-3 and any such property in violation shall be deemed to be a public nuisance. The enforcement authority shall declare the property a public nuisance and order the property owner to remove the nuisance within ten (10) days after service of the notice of the violation. Such notice shall be served in accordance with G.L. c. 111, § 124. The notice shall contain the following information:

- (1) The street address and description of the property sufficient for identification of the property.

- (2) A statement that the property has been declared a public nuisance because of the presence of a nuisance on the property.
- (3) A concise description of the conditions on the property that has led to the determination that the property is a public nuisance.
- (4) A statement that the nuisance shall be removed from the property within ten days from service of the notice and that if the owner fails to remove the nuisance within the time frame specified that the owner will be in violation of this bylaw and subject to the penalties described therein.

#### **§ 137-5. Violations**

If the owner fails to remove such nuisance within the timeframe provided in § 137-4, the enforcement authority may enter the property and remove or cause to be removed the nuisance and the owner shall be liable for any expense incurred by the town for such removal. If the owner refuses or neglects to pay any costs incurred by the town, the municipality may take any action to recover the sum expended as allowed by law including but not limited to a municipal lien of the property.

This section may also be enforced by civil process, criminal process or by non-criminal disposition as provided in General Laws, chapter 40 § 21D. Each day on which a violation exists shall be deemed to be a separate offense and any person in violation of this section shall be subject to the following fines:

First violation:	\$ 50.00
Second violation:	\$100.00
Third violation:	\$200.00
Fourth and each subsequent violation:	\$300.00

In addition to the penalties set forth above, the enforcement authority may seek an injunction from a court of competent jurisdiction to restrain any violation of this section.

This section shall not apply to municipal property, property owned and operated by a state or federal agency.

or take any other action relative thereto.

INSPECTIONAL SERVICES

#### **RECOMMENDATION: Approval (10-1-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 5. Approval of this article will authorize the Town to adopt property standards for overgrowth, structures, accumulation of trash, rubbish, or debris, pools of stagnant water, graffiti and other determinations which pose a serious nuisance or serious threat to safety, health and/or well-being of the Town of Plymouth, authorize the Town to issue violations for failure to comply with the standards within 10 days of issuance of a violation, and to authorize the Town to remove the nuisance at the owners expense, or take any other action, to recover the sum expended as allowed by law including but not limited to a municipal lien of the property.

#### **ARTICLE 6: Bylaw Amendment**

To see if the Town will vote to amend its General Bylaw, Chapter 166 by striking its entirety, as on file with the Town Clerk, or take any other action relative thereto.

INSPECTIONAL SERVICES

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

The Advisory & Finance Committee recommends Town Meeting approve Article 6. Approval of this article will rescind the Town of Plymouth General By-law Chapter 166 Swimming Pools in its entirety. Town Counsel has determined that the 9<sup>th</sup> Edition of the Building Code supersedes the current bylaw, as it is written, and is more stringent with its requirements pertaining to swimming pools and spas thereby supporting the Article 6 Bylaw Amendment.

**ARTICLE 7: WITHDRAWN**

**ARTICLE 8: Master Plan Funding**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow \$430,000 to conduct an update of Plymouth's Comprehensive Master Plan, or take any other action thereto.

PLANNING BOARD

**RECOMMENDATION: Approval \$430,000 Unanimous (14-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 8. Approval of this article will authorize the Planning Board to contract consultant services to establish a master plan that addresses issues unique to Plymouth and includes implementation strategies for Town goals that are both measurable and trackable.

**ARTICLE 9A: CPC Housing- Habitat for Humanity**

To see if the Town will vote to appropriate from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds the sum of \$100,000.00 as a grant to the Habitat for Humanity of Greater Plymouth for the purposes of constructing a single family home pursuant to G.L. c. 44B, §12 and G.L. c. 184, §§ 31-33 with deed restricted affordable housing on the property located at 47 Indian Avenue, Plymouth, Massachusetts, Lot 233, Plot 000, Assessors Map 048-054-233-000 and further to authorize the Select Board to enter into a grant agreement with the Habitat for Humanity of Greater Plymouth for such purposes, and to accept the affordable housing restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

**RECOMMENDATION: Approval \$100,000 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9A. Approval of this article will authorize a grant to Habitat for Humanity of Greater Plymouth for the purpose of constructing a single-family home at 47 Indian Avenue, with an affordable housing deed restriction.

**ARTICLE 9B: CPC Housing- Plymouth Housing Authority**

To see if the Town will vote to amend the vote taken under Article 9D of the 2019 Fall Annual Town Meeting by increasing the amount appropriated thereunder from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds the sum of \$381,525.00 as a grant to the Plymouth Housing Authority for the purpose of acquiring an affordable housing restriction pursuant to G.L. c. 44B, §12 and G.L. c. 184, §§ 31-33 for three units of rental housing on property located in the former Oak Street School on Oak Street Plymouth, MA 02360, with any balance of funds left over after the renovation to revert back to the Community Preservation Fund, and further to authorize the Select Board to accept the affordable housing restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

**RECOMMENDATION: Approval \$381,525 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9B. Approval of this Article will authorize a grant to the Plymouth Housing Authority for the purpose of remodeling 3, affordable housing restricted, units located in the former Oak Street School on Oak Street.

#### **ARTICLE 9C: CPC Historical- Old Russell Library**

To see if the Town will vote to appropriate from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds the sum of \$443,942.00 as a grant to The Plymouth Guild Inc., d/b/a Plymouth Center for the Arts for the restoration and rehabilitation and preservation of the historic Russell Library located at 11 North Street, including construction, repainting of the brick and mortar façade, roof and windows restoration including incidental and related expenses, and to authorize the Select Board to enter into a grant agreement with The Plymouth Guild Inc., for such purposes, which grant agreement shall include but not be limited to the requirement that the Town of Plymouth be provided with an historic preservation restriction in said property in accordance with G.L. c. 44B, §12 and meeting the requirements of G.L. c. 184, §§ 31-33 and to authorize the Select Board to accept such restriction, with such restriction being held under the care, custody and control of the Historic Commission or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

#### **RECOMMENDATION: Approval \$443,942 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9C. Approval of this Article will authorize a grant to the Plymouth Guild Inc. for the restoration, rehabilitation and preservation of the historic Russell Library located at 11 North Street.

#### **ARTICLE 9D: CPC Historical- Pilgrim Hall**

To see if the Town will vote to appropriate from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds or borrow the sum of \$3,200,000, or any other sum, as a grant to Pilgrim Hall Museum for the preservation, rehabilitation and restoration of the Pilgrim Hall Museum located at 75 Court Street including all incidental and related costs, and further to authorize the Select Board to enter into a grant agreement with Pilgrim Hall Museum, for such purposes, which grant agreement shall include but not be limited to the requirement that the Town of Plymouth be provided with an historic preservation restriction in said property in accordance with G.L. c. 44B, §12 and meeting the requirements of G.L. c. 184, §§ 31-33 and to authorize the Select Board to accept such restriction, with such restriction being held under the care, custody and control of the Historic Commission, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

#### **RECOMMENDATION: Approval \$3,200,000 (9-4-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9D. Approval of this Article will authorize the Town to borrow said funds to grant to the Pilgrim Hall Museum for the restoration, rehabilitation, and preservation of the Pilgrim Hall Museum located at 75 Court Street.

#### **ARTICLE 9E: CPC Open Space- Land off Rocky Pond Road**

To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, eminent domain or otherwise, for open space and recreational purposes pursuant to G. L. c.44B and to accept the deed to the Town of Plymouth, of a fee simple interest or of land located off 36 Rear Rocky Pond Road in the Town of Plymouth comprised of 50 acres, more or less, shown on Assessors Map 91, Lot 4B and including Assessor's Parcel 091-000-004B-000, and further that said land be held under the care, custody and control of the Conservation Commission; and as funding therefor to appropriate \$175,000 for the acquisition and other costs associated therewith from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds and further to authorize the Select Board to grant a conservation restriction in said property in accordance with G. L. c. 44B, §12 meeting the requirements of G.L. c.184, §§31-33; and to authorize appropriate Town officials to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said purchase; or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

**RECOMMENDATION: Approval \$175,000 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9E. Approval of this Article will authorize the Town to purchase 50.2 acres of land located at 36 R Rocky Pond Road for Open Space, and to grant a conservation restriction on said property.

**ARTICLE 9F: CPC Open Space- Land Rocky Hill Road**

To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, eminent domain or otherwise, for open space and recreational purposes pursuant to G. L. c.44B and to accept the deed to the Town of Plymouth, of a fee simple interest or of land located at 280 Rocky Hill Road in the Town of Plymouth comprised of 23.6 acres, more or less, shown on Assessors Map 43, Lot 18-C, and including Assessor's Parcel 043-000-018C-000, and further that said land be held under the care, custody and control of the Conservation Commission; and as funding therefor to appropriate \$1,210,000 for the acquisition and other costs associated therewith from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds, and further to authorize the Select Board to grant a conservation restriction in said property in accordance with G. L. c. 44B, §12 meeting the requirements of G.L. c.184, §§31-33; and to authorize appropriate Town officials to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said purchase; or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

**RECOMMENDATION: Approval \$1,210,000 (12-1-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9F. Approval of this Article will authorize the Town to purchase 23 acres of land located at 280 Rocky Hill Road for Open Space, and to grant a conservation restriction on said property.

**ARTICLE 9G: CPC Recreational- Hedges Pond Demolition**

To see if the Town will vote to appropriate from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds the sum of \$157,500 for the demolition of buildings at Hedges Pond Recreational and Preserve off Long Pond Road including all incidental and related costs, to preserve recreation and open space; or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

**RECOMMENDATION: Approval \$157,500 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9G. Approval of this Article will authorize the Town to demolish and properly dispose of 7 buildings located at Hedges Pond Recreation Area, which pose both physical and environmental risks to the public, due to the presence of lead paint.

**ARTICLE 9H: CPC- Reduce Stephens Field Borrowing**

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16B of the 2015 Spring Annual Town Meeting for the restoration and rehabilitation of Stephens Field, as previously amended, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds for such purposes, or take any other action relative thereto

COMMUNITY PRESERVATION COMMITTEE

**RECOMMENDATION: Approval \$1,487,154 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9H. Approval of this Article will authorize the Finance Director to use available Fiscal Year 2024 Community Preservation Act funds to reduce the final borrowing commitment for the restoration and rehabilitation of Stephens Field.



**ARTICLE 9I: CPC- FY24 Budget**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2024 Community Preservation Budget and to appropriate from the Community Preservation Fund Fiscal Year 2024 a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2024, future appropriation amounts as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation, and preservation of land for open space, and 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 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9I. Approval of this Article will allow the Community Preservation Committee to allocate 10% of the estimated annual revenues of the Community Preservation Fund (CPA) for future spending in community housing. Additionally, 4% of the estimated annual revenues of the CPA will be set aside for funding administrative and operational expenses and an amount will be set aside for interest expense on debt. 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 10: Land Donation**

To see if Town will vote to authorize the Select Board to acquire by gift, purchase or otherwise, and upon such terms and conditions as the Select Board deems appropriate, to accept a deed to the property located on Bourne Road being a portion of Lot A-16, in Plymouth, Massachusetts, for general municipal purposes, consisting of approximately 2.33 acres for general municipal purposes as shown on a plan of land on file with the Town Clerk, entitled Makepeace - Bourne Road - Proposed Fire Station, Prepared For: The Town of Plymouth, Prepared by: Scott Ludwig, Dated: July 8, 2023. Said land or interest to be managed by the Select Board, or take any other action relative thereto. SELECT BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 10. Approval of this Article will authorize the Town to accept the gift of land (2.35 acres) from A.D. Makepeace, located in the area of 220 Bourne Road for the purpose of a new Bourne Road Fire Station.

**ARTICLE 11: EV Charging Fund**

To see if the Town will vote pursuant to G.L. c.44, §53E ½ to establish a new revolving fund, to be known as EV Charging; and further, to amend General Bylaws Chapter 143: Departmental Revolving Funds, particularly §143-5, by inserting the underlined text in a new row at the end of the Table of authorized revolving funds, as follows, and, further, to establish a fiscal year expenditure limit of \$200,000 for such fund, to be applicable from fiscal year to fiscal year unless amended by Town Meeting prior to July 1 in any fiscal year:

<u>A</u> Revolving Fund	<u>B</u> Department, Board, Committee, Agency or Officer Authorized to spend from the Fund	<u>C</u> Fees, Charges or other Receipts Credited to Fund	<u>D</u> Program or Activity Expenses Payable from Fund	<u>E</u> Fiscal Years
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<u>EV Charging</u>	<u>Climate Resiliency and Sustainability Planner</u>	<u>Any fees collected for use of the EV chargers</u>	<u>This fund shall be used for electricity charges, equipment, and recurring network software costs</u>	<u>Fiscal Year 2024 and subsequent years</u>
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or take any other action relative thereto.

SELECT BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 11. Approval of this Article will establish a new revolving fund, EV Charging, authorize the Town to charge a fee for the use of the public access EV Charging stations across the community, authorize the Town to use the fees collected to pay the costs associated with the electricity charges, equipment maintenance and recurring network software costs, and authorize the Town to set the FY24 Spending Cap for \$200,000.

**ARTICLE 12: WITHDRAWN**

**ARTICLE 13: Conveyance of Tax Title Property to Parks & Forestry**

To see if the Town will vote to transfer the care, custody, management, and control of the parcels listed below from the Town Treasurer for tax title purposes to Parks & Forestry for open space and recreational purposes, and further to authorize Parks & Forestry to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, as follows:

<b>Parcel ID</b>	<b>Location</b>	<b>Legal Reference</b>	<b>Recording Date</b>
100-000-029-000	Billington Street	Bk: 15751, Pg: 309	Dec 23, 1997
100-000-051-000	Billington Sea	Bk: 7580, Pg: 202	March 30, 1987
100-000-052-000	Billington Sea	Bk: 7580, Pg: 202	March 30, 1987
100-000-053-000	Billington Sea	Bk: 7580, Pg: 202	March 30, 1987

or take any other action relative thereto.

OPEN SPACE COMMITTEE

**RECOMMENDATION: Approval (9-4-1)**

The Advisory & Finance Committee recommends Town Meeting approve Article 13. Approval of this article will transfer the listed parcels from the Town Treasurer to Parks & Forestry for open space and recreational purposes. The parcels were taken by the Town through a tax lien proceeding.

**ARTICLE 14: Conveyance of Tax Title Property to Conservation Commission**

To see if the Town will vote to transfer the care, custody, management, and control of the parcels listed below from the Town Treasurer for tax title purposes to the Conservation Commission for conservation purposes pursuant to G.L. c. 40, section 8C; and further to authorize the Conservation Commission to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, as follows:

<b>Parcel ID</b>	<b>Location</b>	<b>Legal Reference</b>	<b>Recording Date</b>
058-000-013-000	Off Valley Road	Bk. 1820, Pg. 50	November 15, 1941
073-000-007-192	Off Shallow Pond Lane	Bk. 26980, Pg. 115	November 6, 2003

or take any other action relative thereto.

OPEN SPACE COMMITTEE

### **RECOMMENDATION: Approval (11-2-1)**

The Advisory & Finance Committee recommends Town Meeting approve Article 14. Approval of this article will transfer the listed parcels from the Town Treasurer to the Conservation Commission for open space and conservation purposes. The parcels were taken by the Town through a tax lien proceeding.

### **ARTICLE 15: Bylaw Amendment**

To see if the Town will vote to adopt the following ban on the sale of miniature single use containers for alcoholic beverages as a general by-law and to insert into the Bylaw of the Town of Plymouth, Massachusetts as Chapter 133 as follows:

#### **133-1 Definitions**

**Miniature Single Use Alcohol Container (Nip)** - Any bottle or container of alcohol that is 100 ml or less in size.

**Establishment** - Establishment shall mean any business within the Town of Plymouth offering nips for sale.

#### **133-2 Findings, Purpose, and Declaration**

**(a) Findings.** The Town Meeting finds and determines that:

1. Nip bottles are harmful to the marine and land environments as well as to wildlife as they take hundreds of years to biodegradable, leach toxins and are not recyclable in Massachusetts due to their size.
2. Nip bottles are a significant part of litter resulting in potential impacts upon the desirability of Plymouth for tourism as well as upon the attractiveness of the town for residents and businesses alike.
3. Nip bottles frequently end up on the sides of roads, in waterways and the drainage system as well as in other areas of the environment, thereby contributing to the expense for the collection and disposal of litter and trash throughout the town.

**(b) Purpose.** The purpose of this bylaw is to:

1. Help lessen the deterioration of the environment.
2. Provide an additional and effective method to protect public and private property from litter while reducing some of the burden of enforcement.

**(c) Declaration.** Town Meeting declares that for all these reasons, as well as others, that nip bottles are a nuisance to the Town that must be abated as set forth herein.

#### **133-3 Ban on Sale of Nips by Establishments within the Town of Plymouth**

The sale of alcoholic beverages in containers less than or equal to 100 milliliters is prohibited by all establishments within the Town of Plymouth, effective: July 1, 2024.

#### **133-4 Severability**

If any provision of this bylaw shall be held to be invalid by a court of competent jurisdiction, then such provision shall be considered separately and apart from the remaining provisions of this bylaw, which shall remain in full force and effect.

or take any other action relative thereto.  
OPEN SPACE COMMITTEE

**RECOMMENDATION: Not Recommended (6-8-0)**

The Advisory & Finance Committee recommends that Town Meeting does not approve Article 15. The Committee felt that the article language in the warrant, and as presented, was too broad. The Committee feels the ultimate solution is litter enforcement.

**ARTICLE 16: Legislative Petition**

To see if the Town will vote to authorize the Select Board to petition the Massachusetts General Court for special legislation in the form set forth below, provided, however, that the Massachusetts General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the Massachusetts General Court, and provided further that the Select Board are hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

**An Act Relative to the Town of Plymouth Harbormaster Employees**

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

**Section 1:**

In the Town of Plymouth, the position of Harbormaster, and the Town of Plymouth Harbormaster Department employees who have statutory powers of law enforcement, shall be Group 4 employees pursuant to M.G.L. c. 32, § 3(2)(g). Notwithstanding any provision in M.G.L. c. 32, §§ 1-28, inclusive to the contrary, all prior creditable service rendered before the effective date of this act rendered by the Harbormaster and Harbormaster Department employees as of the date of this act will be considered Group 4 service.

**Section 2:**

This act shall take effect upon its passage.

or take any other action relative thereto.  
SELECT BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 16. Approval of this article will authorize the Town to petition the Massachusetts General Court for special legislation that would place the full-time sworn members of the Harbormaster Division of the Plymouth Police Department into retirement Group 4 as outlined in M.G.L. c. 32, § 3. All full-time members of the Harbormaster have completed the Police Officer Standards and Training and are certified police officers, which provides them with the full law enforcement authority throughout the town, thereby justifying the reclassification into retirement Group 4.

**ARTICLE 17: HOLTEC PILOT**

To see if the Town will vote to approve a payment in lieu of taxes agreement between the Town and Holtec Pilgrim, LLC (or any affiliate, subsidiary, or successor in interest thereof), for the property known as the Pilgrim Nuclear Generation Station, as on file with the Town Clerk, or take any other action relative thereto.  
SELECT BOARD

**RECOMMENDATION:** *The Advisory & Finance Committee had NOT heard or considered this article at the time of going to print. Updates will be provided, as necessary.*

**ARTICLE 18: SOLAR PILOT – 17 Plymouth Street.**

To see if the Town will vote, pursuant to the provisions of G. L. c.59, §38H, to authorize the Select Board and Board of Assessors to negotiate and enter into an agreement for payments in lieu-of-taxes (“PILOT”), for a 2.476 Megawatt DC (more or less) solar photovoltaic energy generating facility for ReWild Renewables Solar Project (or its affiliates, successors or assigns) to be located on a 12 acre agricultural reservoir (more or less) at 17 Plymouth Street, submitted as 0 Carver Road Floating Solar, currently shown on Plymouth Assessor’s Map 107 Lots 3, 4, 5, and 6U, upon such terms and conditions as the Select Board and Board of Assessors shall deem to be in the best interest of the Town, or take any other action relative thereto.

SELECT BOARD

**RECOMMENDATION: Approval Unanimous (14-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 18. Approval of this article will authorize this payment-in-lieu-of-taxes (PILOT) agreement for personal property tax associated with a floating solar development, which will occupy approximately 5 acres within a 12-acre agriculture reservoir, located at 17 Plymouth Street in Plymouth, shown as lots 3, 4, 5, and 6U on Assessors Map 107. This is a floating solar project with a total production size of 2.476 MW DC. The terms of this agreement would be \$15,000 per MW DC with an escalation of 2.5% per year for 20 years. 50% of these payments will be deposited into the Environmental Affairs Fund.

**ARTICLE 19: SOLAR PILOT – Exit 13**

To see if the Town will vote, pursuant to the provisions of G. L. c.59, §38H, to authorize the Select Board and Board of Assessors to negotiate and enter into an agreement for payments in lieu-of-taxes (“PILOT”), for a .67745 Megawatt DC (more or less) solar photovoltaic canopy energy generating facility for Ameresco (or its affiliates, successors or assigns) to be located on the 1.19 acre parcel of land at Exit 13 Long Pond Road Park & Ride, currently shown on Plymouth Assessor’s Map 89, upon such terms and conditions as the Select Board and Board of Assessors shall deem to be in the best interest of the Town, or take any other action relative thereto.

SELECT BOARD

**RECOMMENDATION: Approval Unanimous (13-0-1)**

The Advisory & Finance Committee recommends Town Meeting approve Article 19. Approval of this article will authorize this payment-in-lieu-of-taxes (PILOT) agreement for personal property tax associated with a solar development located at Exit 13 Long Pond Road Park & Ride in Plymouth, shown on Assessors Map 89. This is a parking lot canopy solar project with a total production size of .67745 MW DC. The terms of this agreement would be \$13,000 per MW DC with an escalation of 2.5% per year for 20 years. 50% of these payments will be deposited into the Environmental Affairs Fund.

**ARTICLE 20: WITHDRAWN**

**ARTICLE 21: Amendment to April 2023 Annual Art 9 A38 – Amend Funding Source**

To see if the Town will vote to amend the vote taken under Article 9, A38 of the 2023 April Annual Town Meeting, Design Cemetery Space, by reducing the amount of \$9,855 from the vote taken under Article 9A-15 of the 2009 April Annual Town Meeting, Cemetery Software, and by increasing the amount from sales of lots by \$9,855, or take any other action relative thereto.

FINANCE DEPARTMENT

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

The Advisory & Finance Committee recommends Town Meeting approve Article 21. Approval of this article will amend the vote taken under Article 9 A38 at the April 2023 Annual Town Meeting, Design Cemetery Space, to

amend the funding by reducing the amount from article 9A-15 of the April 2009 Annual Town Meeting, Cemetery Software, by \$9,855 and by increasing the amount from sales of lots by \$9,855. The purpose of the amendment to switch the funding source, due to the Cemetery Software fund balance being less than the amount needed, to funding source, sales of lots, that has the appropriate fund balance to satisfy Article 9 A38 funding amount approved by Town Meeting.

**ARTICLE 22: Amendment to Annual 2023 Article 13 – Promotion Fund**

To see if the Town will vote to amend the vote taken under Article 13 at the 2023 April Annual Town Meeting, Promotion Fund, to fix a typographical error, and increase the appropriation by transferring \$136,478 from the Town Promotion Fund created pursuant to Chapter 4 of the Acts of 1993, 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.

FINANCE DEPARTMENT

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

The Advisory & Finance Committee recommends Town Meeting approve Article 22. Approval of this article will amend the vote taken under Article 13 at the April 2023 Annual Town Meeting, Promotion Fund, to fix a typographical error, and increase the appropriation by transferring \$136,478 from the Town Promotion Fund created pursuant to Chapter 4 of the Acts of 1993, for programs and projects that enhance the beautification, recreational resources, public safety, promotional and marketing activities, events, services, and public improvements.

**ARTICLE 23: Special Purpose Article- Opioid Settlement**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow to establish a special purpose article to utilize and administer the Opioid Settlement Abatement payments distributed to the Town, or take any other action relative thereto.

SELECT BOARD

**RECOMMENDATION: Approval \$239,092.09 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 23. Approval of this article will authorize the transfer of \$239,092.09 from free cash to the Opioid Special Revenue Account for the purpose of funding community-based organizations focused on preventing drug addiction and providing mental health services across our community.

**ARTICLE 24: Citizens Petition**

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

This plan further adds to the Financial Surety section of the bylaw concerning bonds and increases abutter notification requirements from 300 to 700 feet.

SEE ATTACHED

Or take any other action relative thereto.

BY PETITION: MARC PACHECO, et al

(The following was attached)

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

#### 4. Information Required with Zoning Permit for all GMSPS.

d) **Financial Surety.** Except for a municipally owned GMSPS, or a GMSPS designed to cover a parking lot, a project designed to generate in excess of 2MW, or exceed 8 feet above grade, shall require a performance guarantee in the form of a cash bond in an amount approved by the Building Commissioner to cover the cost of GMSPS removal in the event the town must remove the installation and stabilize the Development Site with loam and seed.

#### 5. Other Requirements.

- a) **Notification.** When site plan review is required, at least fourteen days prior to site plan review by the Planning Board, notice of the time and place of said review shall be sent by mail by the GMSPS Owner/Operator, postage prepaid to abutting owners of land within three **SEVEN** hundred feet of the property line of the parcel or parcels upon which the GMSPS proposes to be situated, as said abutters appear on the most recent applicable tax list. The assessors maintaining any applicable tax list shall certify the names and addresses of parties interest and such certification shall be conclusive for all purposes. At least 60 business days prior to the commencement of work on a project, the GMSPS Owner/Operator shall notify abutters within 300 **700** feet of when work will commence and that site plans are available for public review at Town Hall.
- g) **Viewshed affected.** Exempting the municipality, when site plan review is required and there are residents within 700 ft of the proposed GMSPS whose viewshed will be impacted, affecting community/scenic character and property values (as determined by the Building Commissioner), the following SHALL apply:
  - 1. A viewshed SHALL be defined as the geographical area that is visible from a location. It includes all surrounding points that are in line-of-sight with that location and excludes points that are beyond the horizon or largely obstructed by terrain and other features (e.g., buildings, multiple trees {Deciduous, Conifers or otherwise}).
  - 2. An applicant SHALL present a complete plan which includes screening, as defined in §201-3 of the Bylaw and which accomplishes the goal of adequately and sufficiently reducing the impact of the GMSPS, regardless of the height of the GMSPS, for the abovementioned residents. The plan SHALL include but not be limited to the use of berms, fencing and/or vegetation.
  - 3. The Planning Board SHALL make a recommendation for screening which accomplishes the goal of adequately and sufficiently reducing the visual impact of the GMSPS, regardless of the height of the GMSPS, from the residents. The plan should include, but not be limited to the use of berms, fencing and/or vegetation.
    - a. The Planning Board MAY waive this provision IF the applicant obtains the notarized, written permission of every one of the abutting property's LANDOWNERS meeting the 700 ft viewshed criteria.

#### **RECOMMENDATION: Approval 5-4-2**

The Advisory & Finance Committee recommends Town Meeting approve Article 24. Approval of this article will amend the zoning bylaw § 207-11. Ground-Mounted Solar Photovoltaic Systems (GMSPS) requirement for 4 d. Financial Surety requirement to include projects that exceed 8 feet above grade in height, amend the requirement for 5 a. Notification for abutter notification of potential GMSPS Projects to include projects that are within 700

feet of the property line of the parcel or parcels upon which the GMSPS proposes to be situated, and add a new section g) Viewshed affected to the zoning bylaw. The Committee had mixed feelings about the intent of this amendment.





# ROLL CALL VOTING CHARTS



## ADVISORY & FINANCE COMMITTEE - ROLL CALL VOTING CHART

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

		Gail Butler	Louis Cabana	Brian Dunn	Daniel Green	Bruce Howard	Joseph Lalley	Timothy Lawlor	Steve Nearman	Lorenzo Pizarro	Christine Richards	Bethany Rogers	Ashley Shaw	Evelyn Strawn	James Young	Robert Zupperoli	VOTE TOTAL FOR-AGAINST-ABSTAIN
<b>1</b>	Withdrawn																
<b>2A</b>	Supplemental Budget General Fund - Line 3- COPC Support	N	Y	Y	Y	N	Y	N	Ch	Y	N	N	N	X	Y	Y	<b>7-6-0</b>
<b>2A</b>	Supplemental Budget General Fund - ALL Others	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	X	Y	Y	<b>13-0-0</b>
<b>2B</b>	Supplemental Budget Enterprise Fund	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	X	Y	Y	<b>13-0-0</b>
<b>3</b>	Withdrawn																
<b>4</b>	Capital Improvements	Y	Y	Y	Y	Y	Y	Y	Ch	Y	Y	X	Y	Y	Y	Y	<b>13-0-0</b>
<b>5</b>	Amend Bylaw Ch 137 Blight/Nuisance	Y	X	Y	Y	Y	Y	Y	Ch	Y	N	Y	X	X	Y	Y	<b>10-1-0</b>
<b>6</b>	Amend Bylaw Ch 166 Swimming Pools	Y	X	Y	Y	Y	Y	Y	Ch	Y	Y	Y	X	X	Y	Y	<b>11-0-0</b>
<b>7</b>	Withdrawn																
<b>8</b>	Master Plan Funding	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	<b>14-0-0</b>
<b>9A</b>	Housing: Habitat for Humanity	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>9B</b>	Housing: Plymouth Housing Authority	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>9C</b>	Historical: Old Russell Library	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>9D</b>	Historical: Pilgrim Hall	Y	Y	Y	Y	N	Y	Y	Y	Y	X	N	N	N	Y	Y	<b>9-4-0</b>
<b>9E</b>	Open Space: Land off Rocky Pond Rd	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>9F</b>	Open Space: Land off Rocky Hill Rd	N	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	<b>12-1-0</b>
<b>9G</b>	Recreation: Hedges Pond Demolition	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>9H</b>	Reduce Stephens Field Borrowing	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>
<b>9I</b>	FY24 Annual Budget	Y	Y	Y	Y	Y	Y	Y	Y	X	Y	Y	Y	Y	Y	Y	<b>13-0-0</b>

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

# ARTICLES

		Gail Butler	Louis Cabana	Brian Dunn	Daniel Green	Bruce Howard	Joseph Lalley	Timothy Lawlor	Steve Nearman	Lorenzo Pizarro	Christine Richards	Bethany Rogers	Ashley Shaw	Evelyn Strawn	James Young	Robert Zupperoli	VOTE TOTAL FOR-AGAINST-ABSTAIN
10	Land Donation	Y	X	Y	Y	Y	Y	Ch	Y	Y	Y	X	X	Y	Y		11-0-0
11	EV Charging Fund	Y	X	Y	Y	Y	Y	Ch	Y	Y	Y	X	X	Y	Y		11-0-0
12	Withdrawn																
13	Conveyance of Tax Title Property to Parks & Forestry	N	A	Y	Y	Y	Y	Y	Y	N	N	N	Y	Y	Y		9-4-1
14	Conveyance of Tax Title Property to Conservation Commission	Y	Y	Y	Y	Y	Y	Y	Y	A	N	N	Y	Y	Y		11-2-1
15	Amend Bylaw Ch 133 - Nip Ban	N	Y	N	Y	Y	N	N	Y	Y	N	N	N	Y	N	Y	6-8-0
16	Legislative Petition - Harbormaster Employees	Y	Y	Y	Y	Y	Y	Ch	Y	Y	X	Y	Y	Y	Y		13-0-0
17	Holtec Pilot							Ch									
18	Solar Pilot - 17 Plymouth St	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		14-0-0
19	Solar Pilot - Long Pond Park & Ride	Y	Y	Y	Y	Y	A	Y	Y	Y	Y	Y	Y	Y	Y		13-0-1
20	Withdrawn																
21	Amend April 2023 Art 9 A38 Amend Funding Source	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	X	Y	Y		13-0-0
22	Amend April 2023 Art 13 Promotion Fund	Y	Y	Y	Y	Y	Y	Ch	Y	Y	Y	Y	X	Y	Y		13-0-0
23	Special Purpose Art - Opioid Settlement	Y	Y	Y	Y	Y	Y	Ch	Y	Y	X	Y	Y	Y	Y		13-0-0
24	Citizen Petition - Amend Zoning Bylaw §207-11 Solar Systems	Y	X	Y	N	N	N	Y	Ch	Y	Y	A	X	X	N	A	5-4-2

# CAPITAL IMPROVEMENTS COMMITTEE



Art 4A	Fund	DEPT/DIV	PRIORITY	REQUEST	AMOUNT Requested	9/6/2023 Ranking	Town Manager Recommendation	Free Cash	Sewer Retained Earnings	Water Retained Earnings	Other	NOTES
1	GF	Town Manager	1	Downtown Corridor Heat Island Mitigation & Beautification	\$ 63,200.00	50	63,200.00	31,600.00			31,600.00	Environmental Affairs Fund
2	GF	IT	1	Security Camera Upgrades	\$ 58,550.00	45	58,550.00	25,875.00			32,675.00	MIAA Flex Grant - No Vote
3	GF	Fire	1	Replace & Equip Pumping Engine 5	\$ 925,596.00	47	925,596.00	TBD			TBD	Combination Free Cash & Article Balance
4	GF	Harbor Master	1	Town Wharf Extension	\$ 664,500.00	48	664,500.00	TBD			TBD	Combination Free Cash & Article Balance
5	GF	DPW - Admin	1	Administration Building Schematic Design & Appraisal	\$ 25,000.00	46	25,000.00	25,000.00				
6	GF	DMEA	1	Engineering & Permitting for Rehab of Store Pond	\$ 246,300.00	49	246,300.00	123,150.00			123,150.00	Environmental Affairs Fund
7	GF	DMEA	3	Herring Ponds Management Plan Implementation	\$ 32,800.00	51	32,800.00				32,800.00	Environmental Affairs Fund
8	GF	DMEA	2	Savery Pond Groundwater Flow Model	\$ 32,800.00	52	32,800.00				32,800.00	Environmental Affairs Fund
9	GF	DMEA	4	Design of Dark Orchard All Persons Trail	\$ 16,103.00	53	16,103.00				16,103.00	Environmental Affairs Fund
	<b>GF Total</b>				<b>\$ 2,064,849.00</b>		<b>\$ 2,064,849.00</b>	<b>\$ 205,625.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 269,128.00</b>	
10	Sewer	DPW - Sewer	1	CMOM Program	\$ 500,000.00		500,000.00		500,000.00			
11	Sewer	DPW - Sewer	2	Infrastructure Improvements	\$ 100,000.00		100,000.00		100,000.00			
	<b>Sewer Total</b>				<b>\$ 600,000.00</b>		<b>\$ 600,000.00</b>	<b>\$ -</b>	<b>\$ 600,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	
12	Water	DPW - Water	1	Infrastructure Improvements	\$ 100,000.00		100,000.00			100,000.00		
	<b>Water Total</b>				<b>\$ 100,000.00</b>		<b>\$ 100,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000.00</b>	<b>\$ -</b>	
	<b>Grand Total</b>				<b>\$ 2,764,849.00</b>		<b>\$ 2,764,849.00</b>	<b>\$ 205,625.00</b>	<b>\$ 600,000.00</b>	<b>\$ 100,000.00</b>	<b>\$ 269,128.00</b>	





# ARTICLE SUPPORTING DOCUMENTATION



## ARTICLE 2A:

### ARTICLE 2A: Supplemental Budget - General Fund

To see if the Town will vote to amend the vote taken under Article 7A of the 2023 Spring Annual Town Meeting warrant, and, as necessary, to raise, appropriate, transfer from available funds, or borrow funds for the purpose of supplementing departmental expenses, and/or to reduce certain departmental expenses or otherwise amend said vote, or take any other action relative thereto.

SELECT BOARD

### RECOMMENDATION: LINE #3 COPC SUPPORT - Approval \$25,000 (7-6-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 2A Line # 3 COPC Support. Approval of this article will increase the FY24 General Fund Operating Budget by \$25,000 (voted separately) as detailed in the table below:

### RECOMMENDATION: ALL OTHER LINE ITEMS – Approval \$1,013,201 Unanimous (13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 2A All Other Line Items. Approval of this article will increase the FY24 General Fund Operating Budget by \$1,013,201 as detailed in the following table:

Department	Budget Line Item	Line #	Description of Item	A&F Recommendation
<b>Sub-Committee A</b>				
Town Manager	Personal Services	3	Salaries - COPC Support	\$ 25,000
Town Manager	Personal Services	3	Salaries - Stipend Quality Council	\$ 3,000
Town Manager	All Other Expenses	4	Implement Climate Action Plan	\$ 20,000
Town Clerk	Personal Services	7	Salaries	\$ 2,250
Town Clerk	All Other Expenses	8	Program Annual Cost & Printing	\$ 16,000
Town Clerk	Dept Equipment	9	Equipment Lease	\$ 11,700
Elections & Town Meeting	Personal Services	10	Salaries	\$ 2,025
Elections & Town Meeting	All Other Expenses	11	Technical Assistance	\$ 600
Elections & Town Meeting	Dept Equipment	12	Equip Rental & Purchase	\$ 6,000
Inspectional Services	All Other Expenses	11	Technical Services/Enforcement	\$ 125,000
Fixed Costs - Member Benefits	All Other Expenses	15	Member Benefits - Dispatchers	\$ (8,889)
<b>Total Sub-Committee A</b>				<b>\$ 202,686</b>
<b>Sub-Committee B</b>				
Information Technology	All Other Expenses	20	Open Gov Annual Maintenance	\$ 86,097
Finance	Personal Services	17	OT Charter Committee Support	\$ 8,834
Finance	All Other Expenses	18	Reduction to Maint. Costs for Procurement	\$ (5,416)

Fixed Costs - Member Insurance	All Other Expenses	28	Member Insurance - Dispatchers	\$ (231,846)
			<b>Total Sub-Committee B</b>	<b>\$ (142,331)</b>

**Sub-Committee C**

Police	Personal Services	32	Salaries - Dispatchers	\$ (612,971)
Police	All Other Expenses	33	Contractual Costs - Dispatchers	\$ 612,971
Police	All Other Expenses	33	Contractual Costs - Dispatchers	\$ 231,846
Police	All Other Expenses	33	Contractual Costs - Dispatchers	\$ 8,889
			<b>Total Sub-Committee C</b>	<b>\$ 240,735</b>

**Sub-Committee D**

DPW - Parks	All Other Expenses	45	Specialized Graffiti Removal	\$ 10,000
Fixed Costs - Snow & Ice	All Other Expenses	48	Increase Snow & Ice	\$ 660,777
			<b>Total Sub-Committee D</b>	<b>\$ 670,777</b>

**Sub-Committee E**

Community Resources	Personal Services	55	Library Salaries	\$ 41,334
Planning & Development	All Other Expenses	64	Consulting Services	\$ 25,000
			<b>Total Sub-Committee E</b>	<b>\$ 66,334</b>

<b>Total Article 2A Supplemental Budget Recommendation to Town Meeting</b>				<b>\$ 1,038,201</b>
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Town of Plymouth  
**Town Manager's Office**  
26 Court Street  
Plymouth, Massachusetts 02360  
508-747-1620  
Fax 508-830-4028

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**To:** Select Board  
Advisory and Finance Committee  
**From:** Derek S. Brindisi, Town Manager  
**Subject:** 2024 Wage Line-Item Adjustments-  
**Date:** August 11, 2023

---

I respectfully request an amendment to the Town Manager's Wages Line item to adjust for two personnel additional initiatives that will enhance and provide for an increased level of service for not only our Boards and Committees but directly to the residents of this community by utilizing process improvement strategies.

*Community Preservation Committee/Community of Precinct Chairs*

During the past twelve months I have had the opportunity to better understand the needs of two major committees in town government: the Community Preservation Committee and the Committee of Precinct Chairs. These two major committees have historically gone without professional staff support unlike other boards/committees e.g. Planning Board, ZBA, Conservation Committee, Board of Health, (just to name a few), who utilize the technical expertise of staff in various ways.

It is my intention to add one full time administrative assistant that will support both CPC and COPC at approximately 20 hours per week each. The duties of this proposed position for CPC will consist of interfacing with the procurement office, town counsel, finance department, department of environmental affairs, historical commission and then providing administrative support such as agenda management, meeting minutes and working with the Community Preservation Coalition. The other 20 hours per week will provide support to the COPC with agenda management, meeting minutes, article monthly reports and liaising with various departments at the request of the Chair.

The CPC has voted to approve by a majority vote to utilize CPC administrative funds to cover the costs of the CPC share, therefore there will need to be a minor adjustment to the Town Manager's budget of \$25,000 for the COPC share.

*Quality Council*

The Vision of the Quality Council is to advance the performance of the Town of Plymouth's municipal operations and to be a leading example of excellence and innovation in local government. The Quality Council is an organizational performance management tool used to track both existing and emerging processes that promote excellence in the quality of work and customer service delivered by the Town of Plymouth. The Quality Council focuses in on performance management by promoting access to training, interdepartmental cooperation, and innovative, data-driven problem solving.

The Quality Council is currently comprised of three existing staff members who work within different departments of town government represent different and diverse service areas. When the Quality Council receives a request for process improvement, the team will meet with each respective department to better understand the problem. They then take that information to further analyze and conduct research on the matter. The end results in a proposed process improvement recommendation for the department of enact. The Quality Council will then return to the department later to provide quality assurance. To date, the Quality Council has analyzed and made process improvement recommendations for the Harbor Master Office and Treasurer/Collector Office to assist in improving upon their respective operations.

Town staff are committed to excellence in all that they do, and the Quality Council is the body to assist in ensuring we meet our stated goals. For the work outlined above, I am requesting to add an additional \$3,000 to the Town Manager's Budget as a \$1,000 stipend to each of the three Council members.

Respectfully submitted,



Derek S. Brindisi, Town Manager



# TOWN OF PLYMOUTH

OFFICE OF THE TOWN MANAGER  
26 COURT STREET, PLYMOUTH, MA 02360  
PHONE: (508) 747-1620  
WWW.PLYMOUTH-MA.GOV

## MEMORANDUM

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**TO:** Lynne Barret, Director of Finance

**FROM:** Mark Reil- Climate Resiliency and Sustainability Planner

**CC:** Derek Brindisi, Town Manager, Brad Brothers, Assistant Town Manager

**DATE:** AUGUST 8, 2023

**SUBJECT: Developing a Budget for Climate Resilience and Sustainability**

---

The Town of Plymouth has made a conscious effort to prioritize climate resiliency and sustainability as we prepare for the hazardous impacts of climate change. In 2021, the Plymouth Select Board declared a climate emergency through an official resolution. This action led to the creation of the Climate Action Net Zero Advisory Committee and the Climate Resiliency and Sustainability Planner position. Over the last year, the Select Board also established specific goals that directed the Climate Resiliency and Sustainability Planner to act on. Those goals were met and there is a continued effort to expand on those goals.

The Town has invested in the integration of electric vehicles in the Town vehicle fleet adding 4 Chevrolet Bolt's and 1 Ford F-150 Lighting. Not only does this integration assist the Town in achieving environmental goals, but also provides relief to budgetary constraints. Replacing conventional internal combustion vehicles with EV's eliminates the use of expensive gasoline and the need for frequent oil changes. Additionally, the Town has accessed \$37,500 in grant funds to purchase these vehicles. Furthermore, with more electric vehicles comes a need for additional charging infrastructure. The Town has added an additional 4 charging ports to the Cornish lot for a total of 6 ports. These ports service both the Town fleet and the public, providing an additional public service. The Town funded that project with Mass EVIP PAC funds in the amount of \$14,578, an Eversource grant in the amount of \$19,717, a contribution of \$9,206 from the Plymouth Growth and Development Corporation, and a \$14,758 ARPA appropriation. We will continue to maximize the use of State, Federal, and private grant funds for the completion of projects that serve both the public and the interest of taxpayers.

The Town achieved Green Community Designation in December 2022 and received a designation grant in the amount of \$270,000. The Green Communities program directs the municipality to meet a 20% energy reduction goal over a 5-year period. Once again this is a program that promotes a more sustainable community, while also reducing financial burdens both in the short term (funding capital projects), and the long term (reducing energy costs). We are fully replacing the HVAC system of the Animal Shelter, retro-commissioning the Town Hall HVAC controls, installing new radiator valves at Memorial Hall, installing destratification



fans in the South Middle School Gym, and improving the weatherization of all those locations solely with the funds provided by the Green Communities grant. The Town can leverage a \$30,000 energy efficiency appropriation for additional projects that can supplement the Green Communities grant funds in the future. We know that these funds are essential in meeting our prescribed goals and are critical investments in the Town's long-term financial and environmental sustainability.

With the Town updating the website platform, came the ability to communicate more efficiently with the public. We established the Town's first Sustainability Newsletter which was released on June 1<sup>st</sup> and is attached to this memorandum for your review. This Newsletter will be released seasonally on June 1, September 1, December 1, and March 1. The Town will use this platform to inform the public of the work being done by all Town Departments relative to climate resilience and sustainability, as well as provide educational information on how the public can be a part of a stronger community in the face of climate change. The newsletter also informs the public on relative events happening over that given season. We encourage more people to sign up to receive the publication and have partnered with local groups to assist in electronic distribution.

As an MVP (Municipal Vulnerability Preparedness) designated community, we are eligible to apply for MVP action grants. These grants are designed to assist a community complete projects that improve resiliency and preparedness. For the FY24 application, we applied for the replacement of the Bartlett Rd. bridge project (a funded capital project) in the amount of \$1.9 million. This project increases the culvert size for storm water flows, includes high ecological benefits, and incorporates an educational program developed by Mass Audubon for improving social resiliency. We have been notified that we have been awarded the entire \$1.9 million request (**embargoed information**). The Town is also currently in the planning stage of an FY25 project that includes the implementation of green and heat island reducing infrastructure in the downtown area. All the work we do must leverage grant funds to be successful. These projects exhibit the importance of investing Town funds and the realization of how those funds can be largely beneficial to the public wellbeing.

The Town of Plymouth has funded the development of a climate action plan. This plan was funded by an allocation of \$50,000 from ARPA funds and we are awaiting a response for an additional grant amount of \$50,000 to supplement the plan. This document is critical in informing the community on what is needed to mitigate and adapt to the impacts of climate change. It will be the guiding document for many decisions and will identify specific actions that we must take not only at the municipal level, but across the community both in the residential and commercial sectors. With the completion of the plan on the horizon we will need to be positioned to act. I am requesting a budget of \$20,000 to assist in the implementation of the climate action plan and to further position the Town's efforts in climate resiliency and sustainability. This is a first step towards funding action items that will be prescribed by the plan completion. Additionally, the budget will assist us in being prepared for future grant applications by providing available funds for consulting and public engagement materials. These funds will go a long way in providing a broad public benefit and as time goes on, we can expect the need for these funds will increase.

Climate Resiliency and Sustainability Budget FY24		
Proposed Budget Request		
Category		
Climate Action Implentation	Cost	Purpose
Prininting/ Advertising	\$500	Provides for the printing of informational materials relative to climate action engagement
Engagement Costs	\$1,000	Covers the cost of implentation engagement/ outreach events, and materials such as posters, handouts, necissary equipment and supplies to maximize effectiveness
Action funds	\$5,000	Theses funds will be used to directly assist the Town complete prescribed actions from the climate action plan.
Consulting Services	Cost	Purpose
Program Development/ MVP Consulting	\$10,000	Assists with professional input for the development of programs the develop social resiliency and other relative climate resilience measures as prescribed by our climate action plan. The funds may also be utilized to prepare for a competative MVP action grant application in spring 24'.
Conference and Travel	Cost	Purpose
Conference Attendance Costs	\$3,500	This would cover the cost of the MMA conference and the travel and registration for the climate leadership conference in spring 24'
<b>Total Budget Requested</b>	<b>\$20,000</b>	



# TOWN OF PLYMOUTH

26 Court Street  
Plymouth, Massachusetts 02360  
(508) 747-1620  
[www.plymouth-ma.gov](http://www.plymouth-ma.gov)

August 8, 2023

Finance Director  
Town Manager  
Advisory and Finance Committee  
Town of Plymouth

I am respectfully requesting a supplemental budget for the Town Clerk's office for the Fall Town Meeting.

After the Clerk's budget was submitted for FY2024, additional expenses have been determined as not being allocated for. The items are below:

Wages/Vacation Buyback	\$ 2,250	Dept Head is eligible for this benefit
Dog Program Annual Cost	\$ 3,000	City Hall Systems Annual fee for FY24
Printing (Census)	\$10,000	Cost to print Annual Street list (30k) for mailing
Printing (Street Lists)	\$ 3,000	Cost to print Street Lists as required by law
Clerk Equip Lease	\$11,700	6-month cost for a 60-month lease of postage machine and enveloper opener to replace existing 8-year-old machine. <i>**Note, maintenance costs are included in lease payment. There will be an \$5,416 savings in Procurement.</i>

*Clerk Wage Total:* \$ 2,250  
*Clerk Total:* \$27,700

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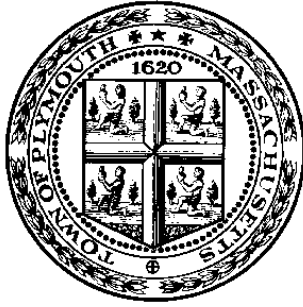
Election Wages	\$1,620	\$.75 hourly increase for poll workers (2160 hours)
Election Wages	\$ 405	\$.75 hourly increase for wardens (540 hours)
Election Equip Purchase	\$3,000	Replacement of 6 outdated poll pads
Election Equip Rental	\$3,000	6-month cost for printer to print addresses on Vote by Mail ballots (this will save in Election Wage costs)
Election Technical Asst	\$ 600	Assistance with reports for Vote by Mail ballots
<i>Election Wage Total:</i>	<i>\$ 2,025</i>	
<i>Election Total:</i>	<i>\$ 6,600</i>	

With the changes taking place in the Clerk's office, these expenses will assist us with getting through the Fiscal Year 2024 and conduct the work of the office. I look forward to discussing this expenditure in further detail.

Thank you,

A handwritten signature in black ink, reading "Kelly A. McElreath". The signature is written in a cursive, flowing style. The first name "Kelly" is written with a large, looped 'K'. The middle initial "A." is small and follows the first name. The last name "McElreath" is written with a large, looped 'M' and a trailing flourish.

Kelly A McElreath, Town Clerk



Town of Plymouth  
**Department of Inspectional Services**  
26 Court Street  
Plymouth, Massachusetts 02360  
508-747-1620  
Fax 508-830-4028

## MEMORANDUM

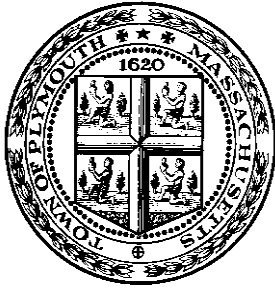
**TO:** Lynne Barrette  
**FROM:** Nicholas Mayo, Building Commissioner  
**DATE:** July 31, 2023  
**RE:** FY 24 Budget Adjustment

Hi Lynn,

With the proposal of a new blight/nuisance bylaw this fall, Inspectional Services will be seeking a budget adjustment of a \$125,000 increase to the Technical Services line-item object #530004. This is to manage the budgetary impacts of future enforcement of the upcoming bylaw should it pass at fall town meeting.

Thank You

Nick Mayo  
Director of Inspectional Services



# TOWN OF PLYMOUTH

FINANCE DEPARTMENT

26 COURT STREET, PLYMOUTH, MA 02360

PHONE (508) 747-1620 EXTENSION 10177

TO: SELECT BOARD  
ADVISORY & FINANCE  
TOWN MEETING

FROM: LYNNE A. BARRETT  
DIRECTOR OF FINANCE

SUBJECT: SUPPLEMENTAL BUDGET REQUEST FOR DISPATCH WITH COUNTY FROM  
BENEFITS

DATE: AUGUST 7, 2023

CC: DANA FLYNN, CHIEF OF POLICE

---

Due to the Town partnering with Plymouth County for Dispatch services beginning July 1, 2023, there are many current line items in the budget that supported the previous Town sponsored dispatch service. You will see a request from the Police Chief to transfer the salary line items pertaining to dispatch from the "personal services" line to the "all other expenses" within the Police Department budget to pay for the contractual cost with the County.

This request is to transfer the fringe benefits and payroll costs associated with Dispatch from Member Insurance, \$231,846, and Member Benefits, \$8,889, to the "all other expenses" in the Police department budget to complete the annual contractual cost of the County Dispatch service.

The net effect of all these transfers is zero but need to be in the correct line of the budget where the service is paid from.

Thank you for your support in this transfer request in Article 2A of the Fall Annual Town Meeting.



# TOWN OF PLYMOUTH

Information Technology  
26 Court Street  
Plymouth, Massachusetts 02360

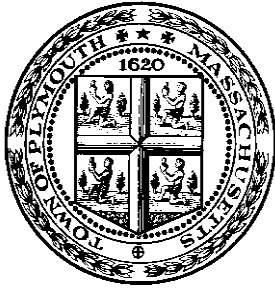
To: Lynne Barrett, Director of Finance

Date: July 24, 2023

From: Joseph Young, Information Technology Dir

Subject: FY 2024 Budget Amendment

I would like to request a \$86,097 budget increase for FY 2024 IT, Repair & Maintenance of Equipment (00101556-524301). During the budget process, I neglected to account for the annual maintenance cost for Open Gov, the online permitting software used by various department throughout town. The Open Gov implementation was handled by Inspectional Services, they were responsible for all invoicing and payments. I was planning to take on the annual maintenance payments starting in FY 2025. Inspectional Services planned on a FY 2024 transition of responsibilities. Neither of us have the requested amount in our budget for FY 2024. My apologies for this oversight, this amount will be added in future IT budget requests.



# TOWN OF PLYMOUTH

FINANCE DEPARTMENT

26 COURT STREET, PLYMOUTH, MA 02360

PHONE (508) 747-1620 EXTENSION 10177

TO: SELECT BOARD  
ADVISORY & FINANCE  
TOWN MEETING

FROM: LYNNE A. BARRETT  
DIRECTOR OF FINANCE

SUBJECT: SUPPLEMENTAL BUDGET REQUEST FOR OVERTIME FOR FINANCE  
DEPARTMENT EMPLOYEE SUPPORTING THE CHARTER COMMITTEE

DATE: AUGUST 7, 2023

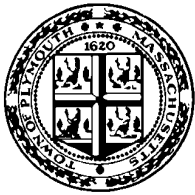
CC: SANDRA STRASSEL, PROCUREMENT OFFICER

---

There is a Finance Department employee in the Procurement Division supporting the Charter Committee with meetings and administrative support. There is no budget for the Charter Committee, therefore, we are requesting an increase to the overtime budget of \$8,834 to accommodate this support.

Thank your for your support of this supplemental request in Art 2A of the Fall Annual Town Meeting.





## Plymouth Police Department

# Memo

To: Lynne Barrett, Director of Finance  
From: Dana Flynn, Chief of Police  
CC: Brad Brothers, Assistant Town Manager  
Date: 7/10/23  
Re: Fall ATM - FY24 Budget Amendment

---

On 6/30/23 E911 Police, Fire, and EMS Dispatch Operations were transferred to the Plymouth County Sheriff's Department (PCSD) and the Plymouth Police Dispatch union dissolved.

I am requesting a transfer of \$612,971.00 from my FY24 salary and benefit budget, which was delegated for the 9 former police department dispatchers, to my FY24 operating budget to cover the first year's contractual commitment to the PCSD.



# TOWN OF PLYMOUTH

169 Camelot Drive  
Plymouth, Massachusetts 02360

FAX: (508) 830-4147


Parks and Forestry Division  
(508) 830-4162 ext. 116

## MEMO

Date: August 3, 2023

To: Derek Brindisi, Town Manager

CC: Sheila Sgarzi, Acting Director of Public Works  
Lynne Barrett, Finance Director  
Brad F. Brothers, Assistant Town Manager  
Jeanette White, Budget Analyst

From: Nicholas Faiella, Superintendent, Park/Forestry 

RE: **FY24 FATM Additional Line-Item Funding Parks Repair and Maintenance – Contractor Services for Specialized Graffiti Removal**

The request is to add an additional \$10,000, to The Parks and Forestry, R & M Grounds line item (ORG-00104926/Object-524001), to provide funding for Specialized Professional Graffiti Removal Services.

The Town has recently formed a Graffiti Task Force, of which I chair, to focus solely on ways to prevent, stop, and provide a protocol to report graffiti. Although, these efforts have seemed to help slow down graffiti/vandalism tremendously, it is still a major problem, especially on fragile surfaces. There are areas that are very sensitive to the removal process, that take a specialized professional graffiti removal contractor to remove the vandalism, without affecting the surface of which the spray paint was applied to. These areas vary from historic monuments, porous surfaces such as unsealed bricks, or the surface of the ramps at Holmes Park (skate park), which have a special sealant that would need to be treated carefully to not affect the ramps functionality.

Please consider granting these additional funds for Specialized Professional Graffiti Removal Services, as we continue to work forward stopping vandalism in our town and focus on keeping our town beautiful.

Please see the attached photo of current vandalism at Holmes Park, and the quote for removal services.

# Proposal

# East Coast Powerwashing

[Setting the standards](#)

P.O. Box 183, Buzzards Bay, MA 02532 | 800-462-8900 | [eastcoastpowerwashing.com](http://eastcoastpowerwashing.com)

Date :

May 5<sup>th</sup> 2023

Town of Plymouth

Graffiti removal

Parks department /skate park

## Proposal Description

Power wash and clean using specially formulated cleaners and graffiti removers to safely remove imbedded graffiti without further damage from multipl locations through out skate park (bowl area)

Other \_\_\_\_\_  
\_\_\_\_\_

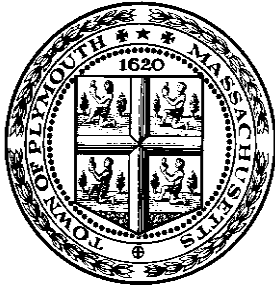
10+ gallons of graffiti remover required to complete job\*

<b>Total</b>	<b><u>\$3,100</u></b>
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# TOWN OF PLYMOUTH

## FINANCE DEPARTMENT

26 COURT STREET, PLYMOUTH, MA 02360

PHONE (508) 747-1620 EXTENSION 10177

TO: SELECT BOARD  
ADVISORY & FINANCE  
TOWN MEETING

FROM: LYNNE A. BARRETT  
DIRECTOR OF FINANCE

SUBJECT: SUPPLEMENTAL BUDGET REQUEST FOR SNOW & ICE BUDGET

DATE: AUGUST 7, 2023

CC: SHIELA SGARZI, ACTING DPW DIRECTOR  
TIM BALBONI, HIGHWAY SUPERINTENDENT

---

For many years now the Town has consistently been increasing the annual snow & ice budget by \$25,000 to eventually get the budget to an annual amount that represents an average annual cost. At the same time, we budget an annual amount that we estimate is going to be the snow & ice deficit that will be raised on the recap the following year, as provided by Mass General Law below.

### MGL Chapter 44 Section 31D:

*Any city or town may incur liability and make expenditures in any fiscal year in excess of available appropriations for snow and ice removal, provided that such expenditures are approved by the chief administrative officer; provided, however, that the appropriation for such purposes in said fiscal year equaled or exceeded the appropriation for said purposes in the prior fiscal year. Expenditures made under authority of this section shall be certified to the board of assessors and included in the next annual tax rate.*

*Every city or town shall annually, not later than September fifteenth, report to the division of local services of the department of revenue the total amounts appropriated and expended, including any funding or reimbursements received from the commonwealth, for snow and ice removal in the fiscal year ending on the preceding June thirtieth.*

In essence we are budgeting on an annual basis the average annual cost but paying for it out of two years tax rates.

This past year we did not incur a deficit with the help of a small end of year reserve fund transfer from the A & F. Because of this, I feel that this is a good time to bump up the snow & ice budget to the 10-year average annual amount. As I said earlier, an estimated deficit had already been included in the annual budget presented to Town meeting in the spring, within the sources & uses

document, page 13 of the FY2024 General Government Proposed Operating Budget Book.

My recommendation is to increase the snow & ice budget by this amount, **\$660,777**, allowing the Fiscal 2024 snow & ice budget to be **\$1,366,415**, quite close to the 10-year annual average expenditure of \$1,362,801 seen below in the historical analysis. I used the last 10-year average to capture current costs as much as possible. You will also notice that prior to the 10 years there were at least 3 times we spent more than the \$1.3 average and there have been two years in the last 19 years where we have not spent the full annual budget.

Fiscal Year	Original Appropriation	Supplemental Appropriations & Transfers	Expenditures & Encumbrances	State Reimbursement Received	Federal Reimbursement Received	Deficits Reported on Balance Sheet as of June 30
2004	283,807.00	-	791,403.63	130,052.49	-	(377,544.14)
2005	283,807.00	63,433.00	1,879,241.39	-	222,437.79	(1,309,563.60)
2006	283,807.00	-	894,041.53	-	-	(610,234.53)
2007	290,491.88	-	531,445.13	-	-	(240,953.25)
2008	326,527.00	-	1,103,513.43	-	-	(776,986.43)
2009	359,180.00	-	1,621,056.12	-	-	(1,261,876.12)
2010	360,000.00	16,997.14	851,997.14	-	-	(475,000.00)
2011	385,000.00	225,049.00	1,439,444.17	-	-	(829,395.17)
2012	410,000.00	-	390,435.55	-	-	19,564.45
2013	435,000.00		1,142,315.18			(707,315.18)
2014	460,000.00	115,000.00	1,505,433.32			(930,433.32)
2015	485,000.00	719,768.00	2,904,313.66			(1,699,545.66)
2016	510,000.00	42,664.53	1,394,733.05	22,702.52		(819,366.00)
2017	535,000.00		1,168,161.95	241,958.99		(391,202.96)
2018	560,000.00	108,220.00	1,304,873.16			(636,653.16)
2019	579,250.00	133,500.00	1,017,623.41			(304,873.41)
2020	604,250.00		438,647.32			165,602.68
2021	604,250.00	75,635.00	1,203,610.46			(523,725.46)
2022	629,250.00	73,800.00	1,548,298.15			(845,248.15)
2023	680,638.00	22,755.87	703,393.87			-
<b>Budgeted Deficit for 10 Years (2013 to 2022)</b>	<b>540,200.00</b>		<b>1,362,800.97</b>			<b>(669,276.06)</b>

I appreciate your consideration in increasing the snow & ice budget under Article 2A of the Fall Annual Town Meeting.



Date: 28 July 2023

To: Lynne Barrett, Director of Finance

From: Kelsey Casey, Director of Library Services

RE: FY 24 Adjusted Budget

Dear Lynne,

We are requesting an additional \$41,334 be added to the Library's salaries and wages line 511001 for FY24.

The changes to Munis caused us significant problems when we were inputting our FY24 budget and our progress was erased multiple times. One of our LIB1 Library Technicians was excluded from the salary and wages line, but they were included in our longevity line which shows our clear intention that the position would be included in the FY24 budget.

We request an adjusted budget to help right this clerical error.

Thank you.

Sincerely,  
Kelsey Casey  
Library Director  
Plymouth Public Library  
508-830-4250 x215

# Memo

To: Advisory & Finance Committee  
Select Board  
Derek Brindisi, Town Manager

From: Lee Hartmann, Dir. Planning & Development

Date: July 5, 2023

Re: FY 2024 Budget Amendment

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Previously the Department of Planning & Development had a yearly consulting line item of between \$10,000 and \$30,000. Unfortunately, in 2010, due to budget constraints that line item was eliminated. The Department is seeking to re-establish the line item in the amount of \$25,000. These funds will be used across all divisions of the Department of Planning and Development. Example projects include:

- Historic District Expansion Study (currently underway)
- Housing Production Plan Update (update required January 2024)
- Open Space & Recreation Plan (update required in 2025)
- Places Nominations National Register of Historic
- Sustainable Development Initiatives
- Net Zero Climate Change initiatives
- Master and Village Center Plan Updates
- Streamline Permitting options
- Appraisals for potential (non-CPC) property acquisitions
- Professional Services for drafting technical sections of various bylaws and regulations

Thank you.





## ARTICLE 2B:

### ARTICLE 2B: Supplemental Budget – Enterprise Fund

To see if the Town will vote to amend the votes taken under Article 7B, 7C, 7D, and 7E of the 2023 Spring Annual Town Meeting warrant, and, as necessary, to raise and appropriate, transfer from available funds, or borrow funds for the purpose of supplementing enterprise departmental expenses, and/or to reduce certain departmental expenses or otherwise amend said vote, or take any other action relative thereto.

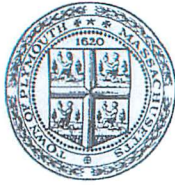
SELECT BOARD

### RECOMMENDATION: Approval \$656,000 Unanimous (13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 2B. Approval of this article will increase the FY24 Enterprise Fund Operating Budget by \$656,000 as detailed in the following table:

Department	Original Article	Budget Line Item	Line #	Description	A&F Recommendation
<b>Sub-Committee G</b>					
Water	7B	Other Expenditures	72	Purchase of Chemicals	\$100,000
Sewer	7C	Other Expenditures	76	Increase in Utilities	\$100,000
Sewer	7C	Other Expenditures	76	Purchase of Chemicals	\$156,000
Sewer	7C	Other Expenditures	76	Disposal of Biosolids	\$100,000
Sewer	7C	Other Expenditures	76	Monitoring Equip Rental	\$200,000
<b>Total Article 2B Supplemental Enterprise Budget Recommendation to Town Meeting</b>					<b>\$656,000</b>





## TOWN OF PLYMOUTH

Water Division  
169 Camelot Drive  
Plymouth, Massachusetts 02360

### MEMO

To: Lynne Barret, Finance Director

From: Peter Gordon, Water Division Superintendent

CC: Sheila Sgarzi, Acting Director of Public Works

The Water Division is requesting to amend the operating budget by increasing the line item for the purchase of chemicals by \$100,000.00.

Recent price hikes in the cost to produce and deliver water treatment chemicals have necessitated This request.

The unit price for chemicals used by the DPW Water Division is established through a bid process convened by the Eastern Massachusetts Chemical Cooperative. The bid goes out in mid-April and is opened around the second week in May. The timing of this bid process makes it difficult to accurately project budget line funding as it relates to the Spring Annual Town Meeting.

The overall cost of chemicals decreased between FY21 and FY22 and then jumped up 38% during FY23. The significant increase prompted the Division to submit a Supplemental Budget request to avoid a shortfall at the end of fiscal year. With the anticipation that prices would normalize to some degree, a 10% increase was added to the chemical budget line for the FY24 budget. The projected cost of chemicals based on calendar 2023 quantities using FY24 pricing showed an increase of 12% over the previous year.

Peter Gordon  
Water Division Superintendent  
Plymouth MA. 02360  
508-830-4162 ex. 12141



Eastern Massachusetts Chemical Cooperative  
FY 2024  
Apparent Bid Results

Water Treatment Chemical	Unit	Low Bidder	Price
1. Aluminum Sulfate, liquid 50%, AWWA B403-latest edition, (bulk):	\$/gallon	Holland	1.635
2. Bioxide Calcium Nitrate:	\$/gallon	-	NB
3. Copper Sulfate, dry, AWWA B602-latest edition, (55 lb bags):	\$/lb	TMB	2.35
4. Ferric Chloride, liquid 40%, AWWA B407-latest edition, (50 gal drums):	\$/gallon	BR	4.9545
5a. Hydrated Lime, AWWA B202-latest edition (bulk):	\$/lb	BR	0.2794
5b. Hydrated Lime, AWWA B202-latest edition (50 lb bags):	\$/lb	BR	0.3100
6a. Hydrofluorosilicic Acid (25%), AWWA B703-latest edition (bulk ≤ 1,000 gallon deliveries):	\$/gallon	Univar	3.20
6b. Hydrofluorosilicic Acid (25%), AWWA B703-latest edition (bulk > 1,000 gallon deliveries):	\$/gallon	Univar	3.90
7a. Liquid Chlorine, AWWA B301-latest edition (150 lb Cylinders):	\$/lb	JCI *	3.30
7b. Liquid Chlorine, AWWA B301-latest edition (1 ton Cylinders):	\$/lb	JCI *	2.1515
8. Liquid Oxygen, AWWA B304-latest edition (Bulk):	\$/gallon	Air Gas	0.725
9. Magnesium Oxide:	\$/lb	Premier	0.575
10a. Methanol, Commercial Grade: Grade Code ME09 (55 gal drums):	\$/gallon	Univar	5.35
10b. Methanol, Equivalent to Methenex, 99.85% purity (bulk) <sup>1</sup> :	\$/gallon	Univar	1.70
11. Ortho/Poly Blended Phosphate (80% ortho/20% poly, minimum 33% phosphate), (bulk):	\$/gallon	Coyne *	8.8710
12. Ortho/Poly Blended Phosphate (70% ortho/30% poly, minimum 33% phosphate), (55 gal drums):	\$/gallon	Chemrite	14.01
13. Ortho/Poly Blended Phosphate (40% ortho/60% poly, minimum 33% phosphate), (55 gal drums):	\$/gallon	Chemrite	15.25
14. Phosphoric Acid (75%), Technical Grade (bulk):	\$/gallon	Chemrite *	15.87
15a. Polyaluminum Chloride, AWWA B408- latest version (high basicity: 65-85), (bulk):	\$/gallon	Holland	3.31
15b. Polyaluminum Chloride, Equivalent to Holland Chemical Epic WW 58, or equal, (bulk):	\$/gallon	Holland	4.63
16a. Polymer – Cationic, PolyDADMAC, High molecular weight (Equivalent to Superfloc C-591):	\$/gallon	SNF *	8.961
16b. Polymer – Cationic, PolyDADMAC, High molecular weight (Equivalent to Clarifloc 6286):	\$/gallon	SNF	14.963
17. Polymer – Cationic, Dry Polymer (Equivalent to ACP-335), (50 lb bags):	\$/lb	ACP	3.33
18. Polymer – Nonionic, Polyacrylamide, High molecular weight (Equivalent to Clarifloc N-6310):	\$/gallon	SNF	40.936
19a. Potassium Hydroxide (45%), AWWA B511 – latest edition (bulk ≤ 3,000-gallon deliveries):	\$/gallon	BR	5.2126
19b. Potassium Hydroxide (45%), AWWA B511 – latest edition (bulk > 3,000 gallon deliveries):	\$/gallon	BR	4.9941
20. Potassium Permanganate, AWWA B603 – latest edition (free flowing), (5-gallon pails):	\$/lb	Chemrite	2.656
21. Powdered Activated Carbon, AWWA B600-latest edition (bulk):	\$/lb	Cap Pure	0.975
22. Sodium Bicarbonate; Granular, Alkalinity First <sup>TM</sup> or equal (bulk):	\$/ton	Chemrite & Pure	744.00
23. Sodium Bisulfite:	\$/gallon	Univar	5.9950
25a. Sodium Carbonate, AWWA B201 – latest edition (50 lb bags):	\$/lb	BR	0.4388
25b. Sodium Carbonate, AWWA B201 – latest edition (bulk):	\$/lb	BR	0.2727
26. Sodium Chlorite (25%), AWWA B303 – latest edition (275-gallon totes):	\$/gallon	Coyne	13.70
27. Sodium Fluoride, AWWA B701 – latest edition: (50 lb bags):	\$/lb	Chemrite	2.15
28. Sodium Hexametaphosphate, AWWA B502 – latest edition (50 lb bags):	\$/lb	Chemrite	2.45
29a. Sodium Hydroxide (liquid, 25%), AWWA B501 – latest edition (bulk ≤ 3,000-gallon deliveries):	\$/gallon	Univar	1.56
29b. Sodium Hydroxide (liquid, 25%), AWWA B501 – latest edition (bulk > 3,000-gallon deliveries):	\$/gallon	Univar	1.25
30a. Sodium Hydroxide (liquid, 50%), AWWA B501 – latest edition (bulk ≤ 1,000-gallon deliveries):	\$/gallon	BR	2.9984
30b. Sodium Hydroxide (liquid, 50%), AWWA B501 – latest edition (bulk > 1,000-gallon deliveries):	\$/gallon	BR	2.9350
31a. Sodium Hypochlorite (15%), AWWA B300 – latest edition (bulk):	\$/gallon	Univar	2.5690
31b. Sodium Hypochlorite (15%), AWWA B300 – latest edition (55 gal drums):	\$/gallon	Univar	2.90
31c. Sodium Hypochlorite (15%), AWWA B300 – latest edition (15 gal pails):	\$/gallon	Robertson Chem	3.75
32. Sodium Permanganate, AWWA B603 – latest edition (solution), (300-gallon totes)	\$/gallon	Harcross	14.9800
33. Zinc Metaphosphate (6.7% Zn, 67% phosphate as PO <sub>4</sub> , equivalent to SHAN-NO-CORR) (50 lb pails)	\$/lb	Coyne *	2.6143

\* restricted Bid

Chemical	Volume	Price	Cost	
FY21				
25% Sodium Hydroxide	133,109 gallons	\$0.76/gal	\$101,162.84	
15% Sodium Hypochlorite	28,791 gallons	\$1.65/gal	\$47,505.15	Budget \$125,000.00
60/40 Polyortho Phosphate	1,828 gallons	\$6.58/gal	\$12,028.24	Tot. FY21 \$160,696.23
FY22				
25% Sodium Hydroxide	126,805 gallons	\$0.70	\$88,763.50	
15% Sodium Hypochlorite	26,544 gallons	\$1.63	\$43,266.72	Budget \$125,000.00
60/40 Polyortho Phosphate	1,378 gallons	7.87	\$10,844.86	Tot. FY22 \$142,875.08
FY23				
25% Sodium Hydroxide	108,491 gallons	\$1.46/gal	\$158,396.86	
15% Sodium Hypochlorite	21,928 gallons	\$2.39/gal	\$52,407.92	Budget 125,000.00
60/40 Polyortho Phosphate	1,178 gallons	\$14.47/gal	\$17,045.66	Tot. FY23 \$227,850.44
FY24*				
25% Sodium Hydroxide	118,714 gallons	\$1.25	\$148,392.50	
15% Sodium Hypochlorite	19,862 gallons	\$4.47	\$88,783.14	Budget \$137,000.00
60/40 Polyortho Phosphate	1,356 gallons	\$15.25	\$20,679.00	Tot. FY24 \$257,854.64**

\* 2023 calendar year quantities were used to calculate FY24 costs.

\*\* Anticipated cost for FY24



## G/L ACCOUNT - MASTER INQUIRY

Org code: 61014506 WATER OPERATING EXPENSES  
 Object code: 530040 CHEMICALS  
 Project code:

Type: E  
 Status: A  
 Budgetary: Y

Fund 6101 WATER ENTERPRISE FUND - OPERAT  
 Function 400 PUBLIC WORKS  
 Dept/CC 450 WATER  
 DOE Level 60 OPERATING BUDGET EXPENDITURES  
 DOE Program 00 UNDEFINED  
 School Dept 000 UNDEFINED  
 Purpose/Func 000000 OTHER REVENUE  
 Article/Year 0000000 UNDEFINED

Full description: CHEMICALS  
 Reference Acct:

Short desc: CHEMICALS  
 Auto-encumber? (Y/N) N

----- CURRENT YEAR MONTHLY AMOUNTS -----				
PER	ACTUAL	ENCUMBRANCE	BUD TRANSFER	BUDGET
00	.00	.00	.00	.00
01	.00	40,000.00	.00	125,000.00
02	46,919.37	13,080.63	.00	.00
03	36,341.82	48,658.18	.00	.00
04	16,293.87	-16,293.87	.00	.00
05	16,650.33	-31,649.33	.00	.00
06	12,796.08	-17,521.86	.00	.00
07	16,689.12	-21,689.12	.00	.00
08	9,944.64	3,055.36	.00	.00
09	18,116.13	-2,616.13	.00	.00
10	10,061.69	-61.69	35,000.00	35,000.00
11	27,742.85	-1,742.85	.00	.00
12	42,116.68	-13,219.32	.00	.00
13	.00	.00	.00	.00
Tot:	253,672.58	.00	35,000.00	160,000.00

----- CURRENT YEAR TOTAL AMOUNTS -----			
Actual (Memo)	253,672.58	Original Budget	125,000.00
Encumbrances	.00	Budget Tranfr In	35,000.00
Requisitions	.00	Budget Tranfr Out	.00
Total	253,672.58	Carry Fwd Budget	.00
Available Budget	-93,672.58	Carry Fwd Bud Tfr	.00
Percent Used	158.55	Revised Budget	160,000.00

Inceptn to SOY	.00	Inceptn Orig Bud	.00
		Inceptn Revsd Bud	.00

Encumb-Last Yr	.00	DEPT/CC	125,000.00
Actual-Last Yr	.00	MGR/SUPT	125,000.00
Estim-Actual	.00	BOS/COM	125,000.00
		FINCOM	125,000.00
		TOWN MTG	125,000.00

## G/L ACCOUNT - MASTER INQUIRY

PER	ACTUAL	LAST YEAR MONTHLY AMOUNTS	
		ENCUMBRANCE	BUDGET
00	.00	.00	.00
01	3,551.40	3,290.17	125,000.00
02	7,606.30	-852.67	.00
03	4,225.00	-2,437.50	.00
04	25,286.41	63,381.37	.00
05	4,371.62	-4,371.62	.00
06	3,445.00	1,618.63	.00
07	7,575.75	2,424.25	.00
08	15,224.27	-15,224.27	.00
09	10,847.33	4,152.67	.00
10	8,698.76	-7,080.13	.00
11	6,761.46	-2,731.46	.00
12	31,059.55	-42,169.44	.00
13	.00	.00	.00
Tot:	128,652.85	.00	125,000.00

----- PRIOR YEARS TOTAL AMOUNTS -----		
2022 Actual	128,652.85	2022 Orig Budget 125,000.00
2022 Closed @ YE	128,652.85	2022 Bud Tfr In .00
2022 Encumbrance	.00	2022 Bud Tfr Out .00
2022 Memo Bal	128,652.85	2022 C Fwd Budget .00
2021 Actual	154,909.92	2022 Revsd Budget 125,000.00
2020 Actual	177,858.49	
2019 Actual	170,942.91	2021 Orig Budget 125,000.00
2018 Actual	146,310.21	2021 Revsd Budget 128,574.85
2017 Actual	132,306.04	2020 Orig Budget 125,000.00
2016 Actual	134,544.87	2020 Revsd Budget 127,076.40
2015 Actual	118,151.54	
2014 Actual	103,995.36	2022 0.00
2013 Actual	92,230.64	2021 0.00
		2020 1.00

----- FUTURE YEAR AMOUNTS -----		
PER	2024 BUDGET	BUDGET
00	.00	2024 DEPT/CC 137,500.00 .00
01	12,500.00	2024 MGR/SUPT 137,500.00 .00
02	.00	2024 BOS/COM 137,500.00 .00
03	.00	2024 FINCOM 137,500.00 .00
04	.00	2024 TOWN MTG 137,500.00 .00
05	.00	2024 Revised 137,500.00 .00
06	.00	2025 Estimate .00 .00
07	.00	2026 Estimate .00 .00
08	.00	2027 Estimate .00 .00
09	.00	2028 Estimate .00 .00
10	.00	
11	.00	2024 Memo Bal 16,901.25
12	.00	2024 Encumbrance 85,598.75
13	.00	2024 Requisition .00
Tot:	12,500.00	

----- ACCOUNT NOTES -----

\*\* END OF REPORT - Generated by PETER GORDON \*\*





# TOWN OF PLYMOUTH

Department of Public Works  
Sewer Division  
131 Camelot Drive  
Plymouth, Massachusetts 02360  
Office: (508) 830-4159

Sheila Sgarzi  
Acting Director of Public Works

Doug Pinard  
Wastewater Superintendent

## MEMO

To: Lynn Barret, Finance Director

From: Doug Pinard, Wastewater Superintendent

CC: Sheila Sgarzi, Acting Director of Public works

Date: July 25, 2023

Re: Fall Town Meeting Article 2 Warrant

---

Due to the rising cost over the past 12 months this division has found that there is a real potential to hit a substantial shortfall of funds necessary to continue the required services needed to treat and dispose of wastewater.

- The first request will be for covering payments associated with the utilities budget. The Sewer Division is respectfully requesting a budget increase of **\$100,000.00** to cover these invoice increase amounts for supplying electricity and heat to sewer department buildings. This amount considers the 32% increase hike for utilities in supply charges over the last three years.
- The second request will be for covering payments on invoices associated with the rising cost of chemicals due to the cost increase per gallon and delivery charges for hauling. The Sewer Division is respectfully requesting a budget increase of **\$156,000.00** to cover the 25% overall cost increase.
- The third request will be for covering payments on invoices associated with the rising costs of biosolids disposal due to 15% increases in hauling and disposal. The Sewer Division is respectfully requesting a budget increase of **\$100,000.00** to cover these costs.
- The fourth request will be for covering payments on invoices associated with the costs of equipment rental for monitoring Hydrogen Sulfide and chemical purchases at Water Street and Long Pond pump stations. The Sewer Division is respectfully requesting a budget of **\$200,000.00** to cover these costs.
- The total budget increase will be \$556,000.00.

Please let me know if you have any questions.

## ARTICLE 4:

### ARTICLE 4: Capital Recommendations

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	Town Manager	Downtown Corridor Heat Island Mitigation & Beautification
A2	IT	Security Camera Upgrades
A3	Fire	Replace & Equip Pumping Engine 5
A4	Harbor Master	Town Wharf Extension
A5	DPW - Admin	Administration Building Schematic Design & Appraisal
A6	DMEA	Engineering & Permitting for Rehab of Store Pond
A7	DMEA	Herring Ponds Management Plan Implementation
A8	DMEA	Savery Pond Groundwater Flow Model
A9	DMEA	Design of Dark Orchard All Persons Trail
A10	DPW - Sewer	CMOM Program
A11	DPW - Sewer	Infrastructure Improvements
A12	DPW - Water	Infrastructure Improvements

or take any other action relative thereto.

SELECT BOARD

### RECOMMENDATION: Approval \$2,764,849 Unanimous (13-0-0)

The Advisory & Finance Committee recommends Town Meeting approve Article 4 Capital appropriations as listed in the table below:

ITEM	PROJECT DESCRIPTION	APPROPRIATION
A1	Downtown Corridor Heat Island Mitigation & Beautification	\$ 63,200.00
A2	Security Camera Upgrades	\$ 58,550.00
A3	Replace & Equip Pumping Engine 5	\$ 925,596.00
A4	Town Wharf Extension	\$ 664,500.00
A5	Administration Building Schematic Design & Appraisal	\$ 25,000.00
A6	Engineering & Permitting for Rehab of Store Pond	\$ 246,300.00
A7	Herring Ponds Management Plan Implementation	\$ 32,800.00
A8	Savery Pond Groundwater Flow Model	\$ 32,800.00
A9	Design of Dark Orchard All Persons Trail	\$ 16,103.00
A10	CMOM Program	\$ 500,000.00
A11	Infrastructure Improvements	\$ 100,000.00
A12	Infrastructure Improvements	\$ 100,000.00
<b>TOTAL FOR ARTICLE 4 ITEMS</b>		<b>\$ 2,764,849.00</b>



**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY24 FALL ANNUAL TOWN MEETING**

<b>Department:</b> Office of the Town Manager	<b>Priority #:</b>	
<b>Project Title and Description:</b> Downtown Corridor Heat Island Mitigation and Beautification	<b>Total Project Cost:</b>	<b>\$126,400</b>

**Department/Division Head:** Derek Brindisi

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

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

**List any funding sources and amounts already granted:** \$63,200 (not yet granted from Environmental Affairs Fund)

Basis of Estimated Costs (attach additional information if available)			Plan and future ted amounts.	
Capital:	Cost	Comments	Fiscal Year:	Operations & Maintenance
<i>Planning and Design</i>	\$126,400		FY23	
<i>Labor and Materials</i>			FY24	
<i>Administration</i>			FY25	
<i>Land Acquisition</i>			FY26	
<i>Equipment</i>			FY27	
<i>Other</i>				
<i>Contingency</i>				
<b>Total Capital</b>	<b>\$126,400</b>			

**Project Justification and Objective:** The objective of this project is to design a project for the main st. ext. parking lot/ Main St./ Court St. to Samoset corridor. This project will redesign this corridor to incorporate green and heat island reducing infrastructure while also promoting the beautification of the corridor. This will likely prescribe a multi years phased approach that will also leverage grant funding.

**For Capital Project Requests:**

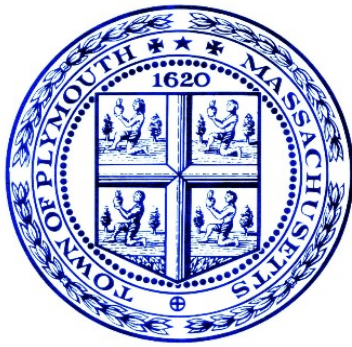
Will this project be phased over more than one fiscal year? If yes, enter it on the 5 Year Plan Yes ☐ No ☒  
Can this project be phased over more than one fiscal year? Yes ☐ No ☒

**For Capital Equipment Requests:**

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

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

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



# TOWN OF PLYMOUTH

OFFICE OF THE TOWN MANAGER  
26 COURT STREET, PLYMOUTH, MA 02360  
PHONE: (508) 747-1620  
WWW.PLYMOUTH-MA.GOV

## MEMORANDUM

---

TO: Capital Improvements Committee, Advisory and Finance, Select Board  
CC: Derek Brindisi- Town Manager,  
Brad Brothers- Assistant Town Manager,  
Lynne Barrett- Director of Finance  
FROM: Mark Reil- Climate Resiliency and Sustainability Planner  
DATE: 8/9/23  
SUBJECT: **Downtown Resiliency Project Design- Green and Heat Island Reduction Infrastructure**

---

Over the last few months, we have been working internally with the DPW, the Town Manager, and DMEA to discuss concepts relating to a resiliency project. This project is focused in the Downtown area, specifically from the Main Street Extension parking lot, up Main Street, and from the southern end of Court Street to the Samoset Street intersection. This area has been identified as an urban heat island in our Municipal Vulnerability Preparedness (MVP) report that was produced in 2020. The plan specifically identified mitigating stormwater runoff and heat islands as a resiliency action, and we must work to address those identified actions to meet our obligations to our residents.

In our discussions, we have identified a variety of issues this project would address not only environmentally, but also economically, and socially. This project is likely to be complex and requires investigation and design by qualified professionals to produce actionable and practical solutions. We have engaged with GPI, who have provided a comprehensive scope and fee for their services totaling an estimated cost of \$126,400. We are seeking funding for half of this amount through the environmental affairs fund and the remainder from capital funds. The project that is designed will presumably need to be completed in a phased approach and it is our intention to apply for up to \$3 million in FY25 MVP action grant funds in addition to leveraging other available grants.

We recognize that this project has a multitude of benefits beyond the environmental aspects. This project would provide beautification to the Downtown business district and enhance the historic character of this highly popular area. Additionally, we will have an opportunity to improve ADA accessibility and will aim to promote a safer, walkable location and that provides for a more comfortable experience in the Downtown.

Attached to this memo you will find the detailed scope and fee provided by GPI along with conceptual documents that show how we have been developing this idea. Please note that our conceptual ideas are subject to change as design and investigation take place.

# Scope of Services

## Court Street/Main Street – Green Infrastructure Study

### Plymouth, MA

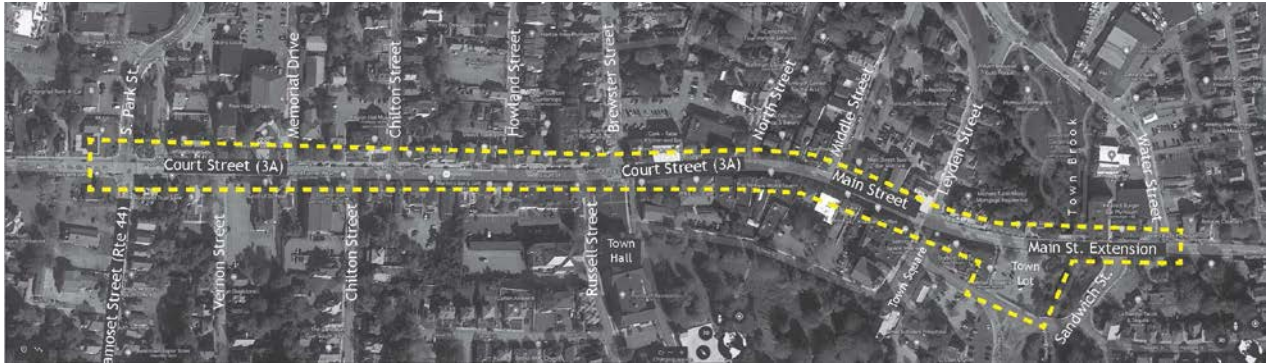


Figure 1. Project limits shown in dashed yellow.

The following scope of services is for the planning and development of implementable concepts for climate change resilience following the principles of the Core Principles of the Municipal Vulnerability Preparedness (MVP) Program for the following locations: 1) A 3,000-foot portion of Court Street and Main Street, and 2) the entirety of the Main Street Extension public parking lot within the limits shown in Figure 1.

## Task 1.0 Data Collection & Analysis

### Subtask 1.1: Record Files Research for Project Area

GPI will coordinate with the Town of Plymouth to research and obtain available plans and mapping of Court Street, Main Street, and Main Street Extension for use in developing a project base map. These may consist of municipal and/or private projects (electronic or paper plans) detailing previous projects along the project corridor.

*Deliverables: Summary of record files search.*

### Subtask 1.2: Base Map Development

GPI will combine information found under Subtask 1.1 with available GIS, aerial imagery and LIDAR data in order to create a project base map that is suitable for conceptual planning study.

*Deliverables: 1"=20' Base Map*

### Subtask 1.3: Review of Grant Requirements and Applicability

The Town of Plymouth anticipates submitting the project for a Municipal Vulnerability Preparedness (MVP) Action Grant. GPI will coordinate with the Town Staff to review the grant requirements – including the town's own MVP municipal goals and objectives then aligning those principles to the MVP

grant program as outlined in the 10 MVP core principles - This would include consultation with the town on the matters of equity and opportunity in accordance with MVP mapped demographic areas.

*Deliverables: Summary of grant requirements and list of potential improvements.*

#### **Subtask 1.4: Corridor Analysis**

GPI will conduct an on-location review of the project corridor to make observations and collect data relevant to the study. Tasks will likely include the following efforts:

- Measurements and photos as needed to confirm important features (steps, ramps, sidewalk widths, etc.)
- Site analysis for overall features such as: (circulation patterns, drainage sheds, solar aspect, wind, etc.)
- Site analysis for features specific to determine applicable elements of the project area that have physical or infrastructure feasible elements that can be incorporated into design that will be eligible for MVP criteria and grant funding.
- Photographs of project limits and relevant surroundings.

*Deliverables: Summary of data collection including written inventory and photo log.*

## **Task 2.0 Conceptual Alternative Development**

GPI will work with Town Staff to develop a design concept that fits the context and aesthetics of the downtown area, and incorporates priority climate adaptation actions, consistent with the goals of the Action Grant.

#### **Subtask 2.1 Conceptual Prototypes**

Utilizing the base survey, GPI will break up the elements of the site design into approximately 8-12 miniaturized investigations and develop design concepts for key areas with plan, section, and concept. The objective is to develop sketches to address the following goals:

- Identify potential heat island reduction techniques including shade tree plantings, shade structures, green roofs/walls, cooler streets and pavement types (i.e. pavement colors, green infrastructure, etc.),
- Maintain vehicle circulation, parking, and deliveries,
- Integrate traffic calming measures,
- Improve pedestrian circulation and accessibility,
- Incorporate stormwater management through green infrastructure or nature-based practices,
- Locate electric vehicle charging stations,
- Identify potential lighting upgrade locations
- Identify community gathering and education opportunities.

The design prototypes will minimize impacts to private property, existing trees, and resource areas as feasible. Alternatives will be submitted to the Town for review and comment.

*Deliverables: Initial concept studies, revised studies, consolidated preferred components.*



### **Subtask 2.2 Client Coordination & Meetings**

Provide virtual or in-person coordination services. GPI will coordinate with Town Staff to facilitate the review and refinement of the conceptual prototypes and to provide an orderly exploration of design considerations that facilitates a decision-making process to reach a preferred design concept.

*Deliverables: Client coordination and reviews per assumed hours (virtual or in-person).*

### **Subtask 2.3: Concept Alternatives**

The project team will take each of the conceptual prototypes developed in Subtask 2.1 with feedback from Subtask 2.2 and will develop up to three conceptual alternatives. GPI will work with the town to select a preferred concept which may consist of one of the options or a combination of options.

*Deliverables: Three conceptual alternatives & selection of a preferred option.*

## **Task 3.0 - Preferred Overall Schematic Design**

### **Subtask 3.1: General Plan Development**

Building on the previous tasks, the preferred concept will be assembled into a final schematic design plan. Initial AutoCAD line work will be developed for the following areas in representing conditions that we anticipate - but would be the result of the working process. The plan will consist of but not be limited to the following:

- Pedestrian environment improvements,
- Roadway environment improvements,
- Parking modifications,
- Traffic calming measures,
- Planting and shade canopy framework,
- Surface drainage & green infrastructure improvements,
- Lighting upgrades,
- Drainage and utility modifications,
- Public engagement and/or artwork,
- Historic preservation/treatment of special elements.

An overall plan will be developed with all of these components and perhaps others, which may be identified through the planning process. The draft plan will be a black and white representation in line work of all of the elements to be included. This plan will be completed and conveyed to the town staff for general review. Once the review of the project components has been completed in the context of the entire plan, a colored illustrative version of the plan will be prepared for public presentation.

*Deliverables: Black and white schematic draft plan, color final schematic plan.*

### **Subtask 3.2: Enlarged Views and 3D Visualizations**

Based upon the overall illustrative site plan, distinct areas will be identified for elaboration with sketches or constructed perspectives and other detailed drawings. We assume that there will be four to five areas that will require these illustrations to show multiple elements and the surrounding areas. These will be



developed as a series of design sketches and precedent images for key elements of the design including traffic calming measures, tree plantings, green infrastructure, community gathering, etc.

- Selected Enlarged Scale Plans: These studies will explore the quantitative and detail aspects, including:
  - Rendered plan areas with supporting details
  - Cross-sections
- Selected Visualizations: These studies will explore the various visual qualities and styles of the design and develop potential themes or motifs, including:
  - 2D & 3D sketches
  - Precedent images

*Deliverables: Cross sections, 2D enlarged details & 3D images.*

### **Subtask 3.3 Probable Estimate of Cost**

An initial construction cost estimate will be developed for the overall project and the new elements to be included as defined by the overall plan. The estimate will be based upon cost experience from comparable projects as well as providing prevailing costs in the marketplace. An excel spreadsheet will be developed with unit prices and quantities subtotalling to different components of the plan by specification divisions.

*Deliverables: Order of magnitude cost broken down by project components.*

## **SCOPE EXCLUSIONS**

The following items are excluded from the scope of services:

- Topographic or boundary survey.
- Resource delineation or environmental permitting.
- Final design services.
- Public engagement workshops/charrettes



## Design Fee Estimate

Project: Green Infrastructure Study  
 Location: Court Street / Main Street  
 Town, State: Plymouth, MA

Proj. #: NEX-2300129.00  
 Date: 8/1/2023  
 Prepared By: RH

PHASES	Project Director	Project Manager	Project Eng/LA	Engineer	Designer	Assistant Designer	Task Budget
Hourly Rate for each employee x 3.0	\$ 240.00	\$ 210.00	\$ 165.00	\$ 135.00	\$ 115.00	\$ 100.00	
<b>Task 1.0 - Data Collection &amp; Analysis</b>							
1.1 Record Files Research for Project Area	2	8	12				\$ 4,140.00
1.2 Base Map Development	4		16		40		\$ 8,200.00
1.3 Review of Grant Requirements and Applicability	12	24	8				\$ 9,240.00
1.4 Corridor Analysis	2	24	24				\$ 9,480.00
Subtotal Hours	20	56	60		40		176
Subtotal Costs	\$ 4,800.00	\$ 11,760.00	\$ 9,900.00	\$ -	\$ 4,600.00	\$ -	\$ 31,060.00
<b>Task 2.0 - Conceptual Alternative Development</b>							
2.1 Conceptual Prototypes	8	24	80	24			\$ 23,400.00
2.2 Client Coordination & Meetings	16	16	8				\$ 8,520.00
2.3 Concept Alternatives	4	12	24	40	60		\$ 19,740.00
Subtotal Hours	28	52	112	64	60		316
Subtotal Costs	\$ 6,720.00	\$ 10,920.00	\$ 18,480.00	\$ 8,640.00	\$ 6,900.00	\$ -	\$ 51,660.00
<b>Task 3.0 - Preferred Overall Schematic Design</b>							
3.1 General Plan Development	2	24			80		\$ 14,720.00
3.2 Enlarged Views and 3D Visualizations	2	12		120			\$ 19,200.00
3.3 Probable Estimate of Cost	2	8	40				\$ 8,760.00
Subtotal Hours	6	44	40	120	80		290
Subtotal Costs	\$ 1,440.00	\$ 9,240.00	\$ 6,600.00	\$ 16,200.00	\$ 9,200.00	\$ -	\$ 42,680.00
<b>TOTAL HOURS</b>	54	152	212	184	180		782
<b>TOTAL COST OF LABOR</b>	\$ 12,960.00	\$ 31,920.00	\$ 34,980.00	\$ 24,840.00	\$ 20,700.00	\$ -	\$ 125,400.00
<b>Expenses and Subconsultant Services</b>							
Mileage, printing, and miscellaneous expenses							\$ 1,000.00
(10 trips @ 120 miles round trip @ .655)							\$ -
							\$ -
							\$ -
							\$ -
Expenses Subtotal	\$ -						\$ 1,000.00
<b>TOTAL PROJECT</b>							\$ 126,400.00

# FY25 MVP PROPOSAL

DELIVERING RESILIENCY  
to  
Downtown Plymouth

## PROJECT ELEMENTS

1

### HEAT ISLAND EFFECT

- Tree Plantings
- Increased green space
- Solar Carport Installation in parking lots

### STORM WATER MANAGEMENT IMPROVEMENTS

- Implement Green Infrastructure
- Reduce Impervious Surfaces
- Increased Green Space
- Pervious Brick Sidewalks

2

3

### HISTORIC CHARACTER ADVANCEMENTS

- Pervious Brick Side Walks
- Bench Placement
- Lighting Upgrades
- Landscaping

### IMPROVED PUBLIC SAFETY

- Tree Planted Bump Outs
  - Traffic Calming
- Drop Off Zones
  - Improve Pedestrian Safety

4

5

### EDUCATION AND PUBLIC ENGAGEMENT

- Build Social Resiliency
- Partner with Community organization for educational program
- Obtain project input and buy in from public

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY24 FALL ANNUAL TOWN MEETING**

<b>Department:</b> Information Technology	<b>Priority #:</b>	1
<b>Project Title and Description:</b> Security Camera Labor	<b>Total Project Cost:</b>	\$58,550

**Department/Division Head:** Joseph Young

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

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

**List any funding sources and amounts already granted:** MIAA Grant Funding: \$32,675.00 for material costs.

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
Planning and Design			FY23		
Labor and Materials	\$25,875		FY24		
Administration			FY25		
Land Acquisition			FY26		
Equipment			FY27		
Other					
Contingency					
<b>Total Capital</b>	<b>\$25,875</b>				

**Project Justification and Objective:** The objective of this project is to upgrade Security camera coverage in the Town Hall, Schools and Police buildings. This will add extended coverage to areas not currently monitored at the Town Hall where theft has occurred. Four schools will have additional cameras installed for additional coverage. The PD new cameras will be installed to monitor interactions in additional areas of the building with the public.

**For Capital Project Requests:**

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

**For Capital Equipment Requests:**

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

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

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



## Town of Plymouth - Security Adds - CCTV Upgrades

**Proposal # 7084-4-0**

Proposal Issued: 8/9/2023

Proposal Valid To: 9/8/2023

\$24,220

**To:**

**Ryan Ruggiero**

Town of Plymouth

**From:**

**Tom Lennon**

Account Executive

ENE SECURITY Inc.

(617) 546-8804

tlennon@enesecurity.com



## Client Information

**Customer Name:** Plymouth Town Hall

**Site:**

Plymouth Town Hall  
26 Court St.  
Plymouth, MA 02360

**Billing:**

Plymouth Town Hall  
26 Court St.  
Plymouth, MA 02360

**Contact:**

Ryan Ruggiero  
(508) 830-4210 Ext. 310  
ruggiero@plymouthpolice.com

### **SCOPE OF WORK AS PART OF Town Hall Video Upgrade:**

#### **New Interior Hallway Dome Cameras Adds QTY 2**

ENE systems to provide install and program (2) Avigilon interior Dome Cameras. Views will include first and second floor hallway

ENE systems to provide install label and terminate cat6 cabling from each new camera back to closest IT closet. ENE systems to reuse existing network and switch ports. If none available Customer to provide ports.

#### **Replacement Exterior Corner Multisensor 270 QTY 2**

ENE systems to provide install and program (2) 270 Degree Avigilon Multisensor Camera.

View Will include street traffic and sidewalks on either side of the townhall building as well as entrance on backside of building.

ENE will relocate and provide 10ft cable and conduit from existing cameras location closer to ladder height for a better final serviceable camera location.

ENE systems to test and reuse existing cat6 cabling from existing camera back to closest IT closet. ENE systems to reuse existing network and switch ports. If nonavailable Customer to provide ports.

ENE to rent Bucket Truck to be used for this install.

#### **Replacement and Upgrade Exterior Door D Picnic Table Entrance Multisensor 180 QTY 1**

ENE systems to provide install and program (1) 180 degree Avigilon Multisensor Cameras to view exterior D side door and picnic table entrance.

ENE systems to test and reuse existing cat6 cabling from existing camera back to closest IT closet.

ENE systems to reuse existing network and switch ports. If none available Customer to provide ports.

#### **Dongle Computer USB Reader For Town Hall and PD**

ENE systems to provide and ship (1) Dongle USB computer card reader to town hall and PD for card database changes. this reader will read majority of fob or credentials for changes to be made to the card access system.

### **SCOPE OF WORK AS PART OF PD Booking Area 4 CCTV:**

ENE to provide install and program (4) Avigilon Dome Cameras in Police Department Booking Area. ENE to provide install label and terminate Cat6 cabling from each camera back to Closest network closet which is located in basement of Building.

Customer to provide (4) available ports on existing poe switch. If none are available, customer to provide additional poe switch or additional charges would be required to add a switch.





**SCOPE OF WORK AS PART OF Plymouth Schools SRO Safe CCTV North South PCIS and**

**PSMS:**

ENE to provide install and program (4) cameras for the following schools:

- North
- South
- PCIS
- PSMS

Each school will have a camera installed to view SRO safe inside SRO office.

Once ENE upgrades Plymouth to ACC7 and install the new servers ENE will setup mobile client for direct access to these cameras only.

**SCOPE OF WORK AS PART OF PD Window Station CCTV:**

ENE to install and program customer provided camera to view window transactions at station officer location.

ENE to provide install label and terminate cat6 cabling from camera to network.

ENE to provide and program Avigilon Camera license



## Investment

PD Booking Area 4 CCTV				\$12,644.00
QTY	Manufacture	Part #	Description	
4	Avigilon	4.0C-H5A-DO1-IR	4.0 MP WDR; LightCatcher; Day/Night; Outdoor Dome; 3.3-9mm f/1.3 P-iris lens; Integrated IR; Next-Generation Analytics	
4	Avigilon	ACC7-ENT	ACC 7 Enterprise camera channel	
2	Windy City Wire	556609-671	Cable, Cat6, 23-4P, CMP, Blue / CAT6P-BLU	
4	ENE Systems	Miscellaneous Part	Miscellaneous parts, connectors and cable	
Equipment Subtotal				\$7,744.00
Labor Subtotal				\$4,900.00
PD Booking Area 4 CCTV SubTotal				\$12,644.00

Plymouth School SRO Safe CCTV North South PCIS and PSMS				\$16,800.00
QTY	Manufacture	Part #	Description	
4	Avigilon	2.0C-H5A-DO1-IR	2.0 MP (1080p) WDR; LightCatcher; Day/Night; Outdoor Dome; 3.3-9mm f/1.3 P-iris lens; Integrated IR; Next-Generation Analytics	
4	Avigilon	ACC7-ENT	ACC 7 Enterprise camera channel	
2	Windy City Wire	5566030-671	Cable, Cat6, 23-4P, CMP, Yellow/ CAT6P-YLW	
4	ENE Systems	Miscellaneous Part	Miscellaneous parts, connectors and cable	
Equipment Subtotal				\$7,530.00
Labor Subtotal				\$9,270.00
Plymouth School SRO Safe CCTV North South PCIS and PSMS SubTotal				\$16,800.00

PD Window Station CCTV				\$1,731.00
QTY	Manufacture	Part #	Description	
1	Windy City Wire	5566060-671	Cable, Cat6, 23-4P, CMP, Green, 1000 Feet / CAT6P-GRN	
1	Avigilon	ACC7-ENT	ACC 7 Enterprise camera channel	
Equipment Subtotal				\$786.00
Labor Subtotal				\$945.00
PD Window Station CCTV SubTotal				\$1,731.00



Town Hall Video Upgrade				\$27,375.00
QTY	Manufacture	Part #	Description	
2	Avigilon	2.0C-H5A-DO1-IR	2.0 MP (1080p) WDR; LightCatcher; Day/Night; Outdoor Dome; 3.3-9mm f/1.3 P-iris lens; Integrated IR; Next-Generation Analytics	
0.5	Windy City Wire	5566060-671	Cable, Cat6, 23-4P, CMP, Green	
2	Avigilon	ACC7-ENT	ACC 7 Enterprise camera channel	
2	Avigilon	IRPTZ-MNT-WALL1	Pedant wVideo mount adapter. For use with H4 IR PTZ or H4A-MH-AD-PEND1 on H4 Multisensor.	
2	Avigilon	H4AMH-AD-PEND1	Outdoor pendant mount adapter; must order one of IRPTZ-MNT-Wall1 or IRPTZ-MNT-NPTA1 and one of H4AMH-DO-COVR1 or H4AMH-DO-COVR1-SMOKE.	
2	Avigilon	H4AMH-DO-COVR1	Outdoor Dome Cover for H4 Multisensor	
2	Avigilon	H4AMH-AD-IRIL1	Optional IR illuminator ring; up to 30m (100ft); for use with H4AMH-DO-COVR1.	
2	Avigilon	POE-INJ2-60W-NA	Indoor single port Gigabit PoE++ 60W; North American power cord included.	
2	Avigilon	24C-H4A-3MH-270	3x 8 MP; WDR; LightCatcher; 4mm; Camera Only	
2	ENE Systems	Miscellaneous Part	Miscellaneous parts, connectors and cable	
2	Avigilon	H4-MT-CRNR1	Corner mount adapter for use with H4A-MT-Wall1; H4-BO-JBOX1; H4SL; H4F; H4 PTZ; H4 IR PTZ and H4 Multisensor cameras.	
1	Avigilon	24C-H4A-3MH-180	3x 8 MP; WDR; LightCatcher; 5.2mm; Camera Only	
1	Avigilon	IRPTZ-MNT-WALL1	Pedant wVideo mount adapter. For use with H4 IR PTZ or H4A-MH-AD-PEND1 on H4 Multisensor.	
1	Avigilon	H4AMH-AD-PEND1	Outdoor pendant mount adapter; must order one of IRPTZ-MNT-Wall1 or IRPTZ-MNT-NPTA1 and one of H4AMH-DO-COVR1 or H4AMH-DO-COVR1-SMOKE.	
1	Avigilon	H4AMH-DO-COVR1	Outdoor Dome Cover for H4 Multisensor	
1	Avigilon	H4AMH-AD-IRIL1	Optional IR illuminator ring; up to 30m (100ft); for use with H4AMH-DO-COVR1.	
1	Avigilon	POE-INJ2-60W-NA	Indoor single port Gigabit PoE++ 60W; North American power cord included.	
2	HID Corp	EL-RFIDEAS-80081AKO-1453	PCPROX PLUS ENROLL W/ICLASS ID BLACK USB VIRTUAL COM READER	
			<b>Equipment Subtotal</b>	<b>\$18,270.00</b>
			<b>Labor Subtotal</b>	<b>\$9,105.00</b>
			<b>Town Hall Video Upgrade SubTotal</b>	<b>\$27,375.00</b>



## Financial Summary

Total Proposal Amount

\$58,550.00

*Note: This proposal is valid for 30 days*

## Acceptance of Quote / Proposal

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY24 FALL ANNUAL TOWN MEETING**

<b>Department:</b> Fire Department	<b>Priority #:</b>	1
<b>Project Title and Description:</b> Replace and Equip Pumping Engine 5	<b>Total Project Cost:</b>	\$925,596.00

**Department/Division Head:** Neil. J. Foley

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

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

**List any funding sources and amounts already granted:** \_\_\_\_\_

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>			FY23		
<i>Labor and Materials</i>			FY24		
<i>Administration</i>			FY25	\$994,818.63	
<i>Land Acquisition</i>			FY26		
<i>Equipment</i>	\$925,596.00		FY27		
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>					

**Project Justification and Objective:** This request aligns with the Department's Apparatus replacement practices, published national standards, and the 2023 Fire Department and EMS Analysis report recommendations that state fire apparatus should not exceed 15 years front line service. See memo for additional supporting information.

**For Capital Project Requests:**

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

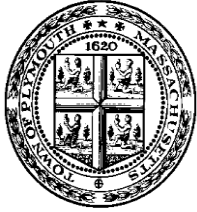
**For Capital Equipment Requests:**

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

2008 E-One, Typhoon 1250 GPM Pumping Engine VIN# 4ENRAAA8481003908 Condition: Poor

**What is the expected lifespan of this new/replacement equipment:** 10 - 15 Years Front line possibly additional 5+ Years in Reserve

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



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

Date: August 1, 2023

To: Select Board  
Advisory and Finance Committee  
Capital Improvement Committee

Cc: Lynne Barrett, Finance Director  
Derek Brindisi, Town Manager  
Brad Brothers, Asst. Town Manager

From: Neil Foley, Chief of Department

**Re: Fire Department Request to Replace and Equip 2008 Pumping Engine \$925,596.00**

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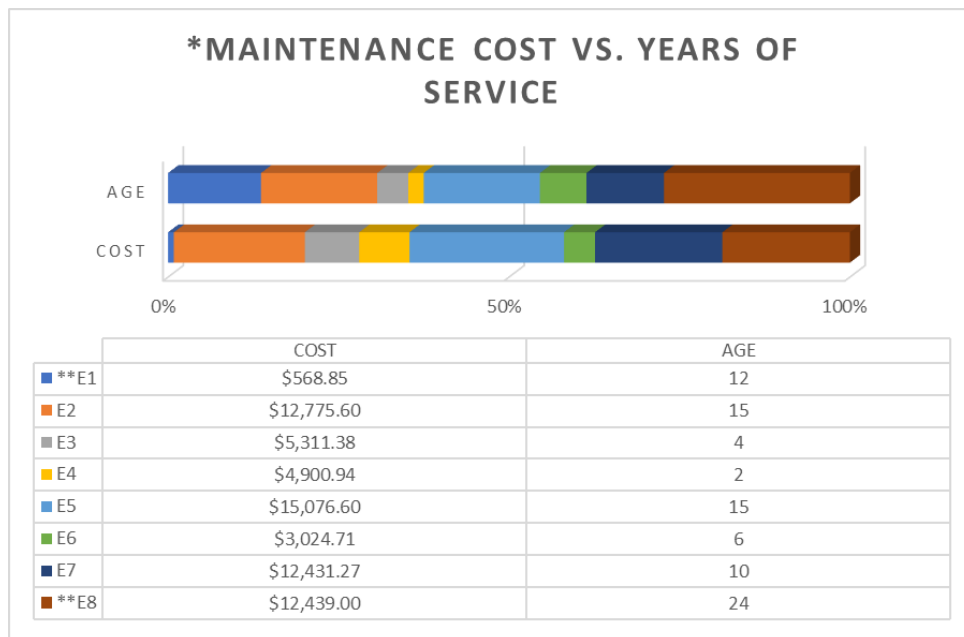
This Fall Town Meeting, the Department requests **\$925,596.00** to replace Engine 5, a 2008 Pumping Engine purchased at the same time as Engine 2, which was funded for replacement last Fall. Engine 5 is an E-One Typhoon Pumping Engine equipped with a 750-gallon water tank, a 30-gallon foam tank, and a 1,250-gallon per minute fire pump. This Apparatus has over 91,000 odometer miles and 8,539 engine hours, equivalent to 358,638 road miles. Massachusetts Registration MF 215A.

Engine 5 has been in our Capital Plan for replacement this next spring. I am asking to move it to the October Town Meeting for two reasons. The first is due to a significant redesign of one of the two most popular diesel engines used in fire apparatus, causing a potential shortage of availability; thankfully, we do not use that engine in our specifications. As a result, an opportunity may become available for Plymouth to "Jump the Line" and take delivery of the new Engine 5 in 18 months. This would be significant for the Department operationally, considering the current built time estimate of 24 to 30 months. The second benefit to moving this capital purchase to this Fall is cost. Before the pandemic, fire apparatus typically saw an average annual increase of 4 %. In the last several years, the industry is experiencing a 9 to 11% increase. By locking in the order this Fall, we can avoid subsequent price increases, potentially saving over **\$70,000.00** if projections remain consistent.

This new pumping engine will be equipped with all current safety devices and meet all NFPA Standards. Updates will increase the safety of firefighters and the public we serve. Additional benefits with a new Engine 5 will be a decreased turning radius increasing Engine 5's maneuverability on the narrow dirt roads in the Manomet Village area. The New Engine will

carry an additional 250 gallons of tank water—essential for a community where about forty percent of the town does not have fire hydrants.

While it is the personnel of the PFD that provide emergency services within the community, the Department's fleet of response vehicles is essential to its operational success. Engine 5 has been the "frontline" Engine for Manomet for the last 14 years, responding to over 1,200 incidents annually. The high call volume and corrosion of vehicle components due to winter road treatments used in the northeast have caused significant frame and mechanical failures. As of the date of this memo, Engine 5's repair costs have exceeded **\$15,000.00** since January and is currently the most expensive of our Pumping Engines to maintain, with Engine 2 a close second (See Chart). Our Chief Master Mechanic has rated Engine 5 (Poor) but feels we may be able to get additional years as a "Reserve" however, if no action is taken major repairs (fire pump and engine rebuild) will continue to create a disproportionate expenditure of funds and shop hours until replaced.



\* Maintenance costs calculated YTD does not include preventive maintenance

\*\*E8 has been in service for E1 while out for a substantial rehabilitation

*This replacement request aligns with the Department's Apparatus replacement practices, published national standards, and the 2023 [Fire Department and EMS Analysis](#) Report. These standards state that Apparatus should not exceed 15 years of service on the front line. Once an apparatus reaches this age, one alternative is for the Apparatus to undergo a Level 1 refurbishing in accordance with NFPA 1912, Standard for Fire Apparatus Refurbishing (current standard), or the Apparatus is replaced if maintenance records and wear and tear warrant replacement. Engine 5 underwent partial rehabilitation in 2018.*

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY24 FALL ANNUAL TOWN MEETING**

<b>Department:</b> Harbormaster - Police	<b>Priority #:</b>	1
<b>Project Title and Description:</b> Town Wharf Extension	<b>Total Project Cost:</b>	\$664,500

**Department/Division Head:** Harbormaster - Chad Hunter

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

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

**List any funding sources and amounts already granted:** No funding has been allocated toward this project. There is the possibility to utilize surplus funding from the boat ramp project towards this project if available.

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>			FY23		
<i>Labor and Materials</i>	\$553,750		FY24		
<i>Administration</i>			FY25		
<i>Land Acquisition</i>			FY26		
<i>Equipment</i>			FY27		
<i>Other</i>					
<i>Contingency</i>	\$110,750	Recommened by GEI for marine construction			
<b>Total Capital</b>	<b>\$664,500</b>				

**Project Justification and Objective:** Please see attached memo. We would like to respectfully request \$664,500 to extend the Town Wharf approximately 75 feet to allow for additional opportunities and uses of Town Wharf. This pier extension of 75 feet will extend the working length of the pier from 220 feet to 295 feet in length.

**For Capital Project Requests:**

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

**For Capital Equipment Requests:**

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

N/A

**What is the expected lifespan of this new/replacement equipment:** 25+ years

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



# TOWN OF PLYMOUTH

## HARBORMASTER

185 WATER STREET PLYMOUTH, MA  
(508) 830-4182 / HARBORMASTER@PLYMOUTH-MA.GOV

## MEMORANDUM

TO: LYNNE BARRETT, DIRECTOR OF FINANCE

FROM: CHAD HUNTER, HARBORMASTER

SUBJECT: TOWN WHARF EXTENSION

DATE: AUGUST 7, 2023

---

Director Barrett,

We would like to respectfully request \$664,500 to extend the Town Wharf approximately 75 feet. This pier extension will effectively extend the working length of the pier from 220 feet to 295 feet in length and allow for additional opportunities and capabilities within Plymouth Harbor.

The extension designed by GEI (plan and estimate attached) will add a pile-supported 65-foot concrete floating dock and gangway to the North end of Town Wharf. The extension project will add much needed dockage space that can be utilized for visiting tall ships, commercial dockage, transient boaters, and short-term cruise ship berthing.

During the construction of the new "T-wharf" in 2017, we had a curb cut installed at the end of the new pier to provide for future expansion and gangway attachment. This forward thinking has provided us an opportunity to extend the pier with no modifications.

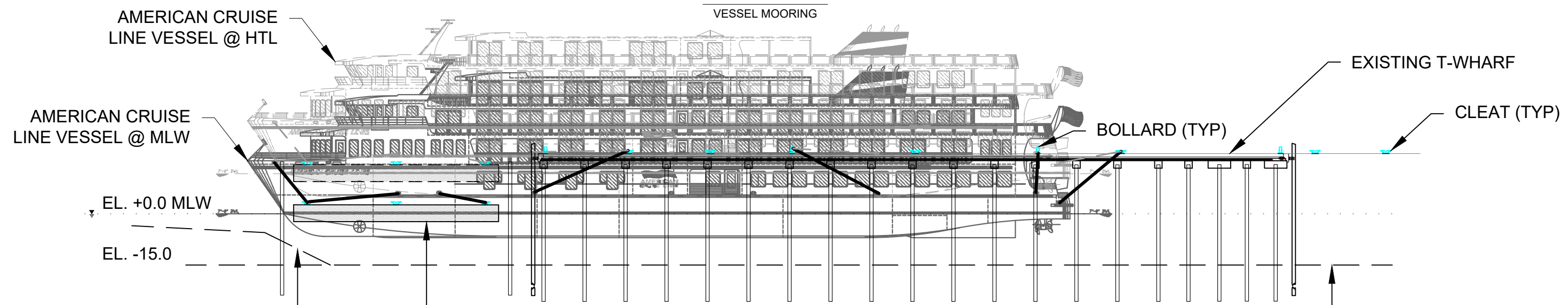
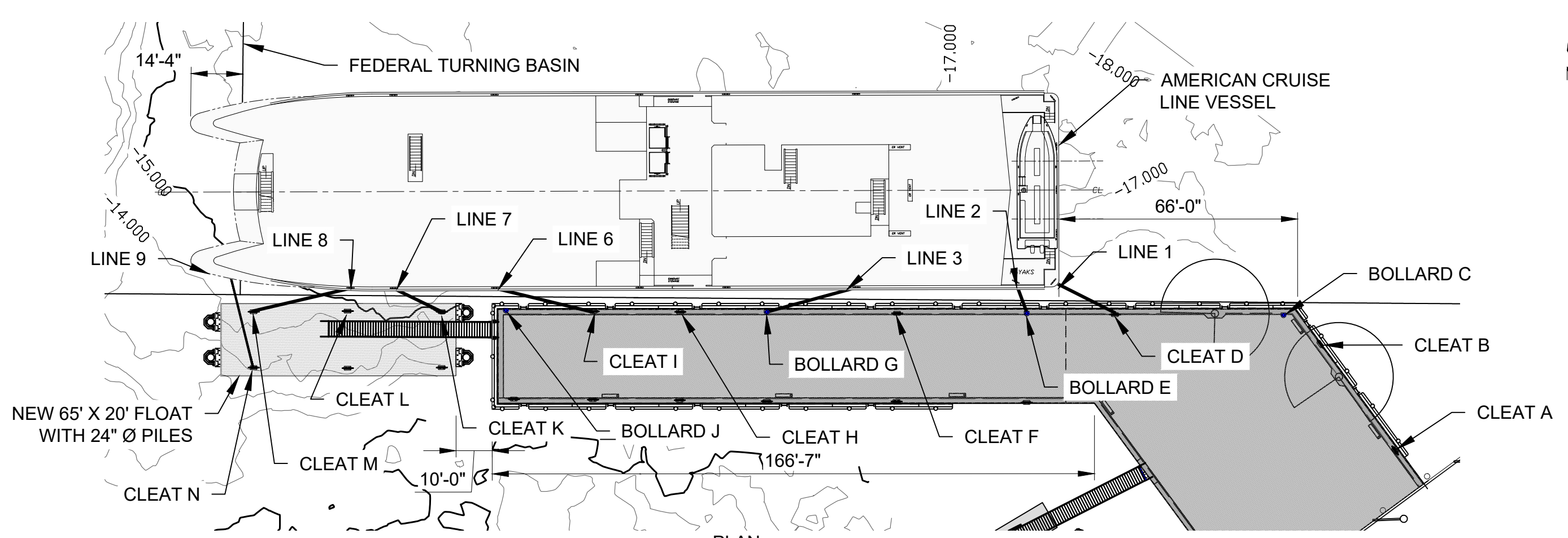
The timing of the request is based on two goals:

1. We hope to complete this project by spring to take advantage of the 2024 boating season.
2. With the Boat Ramp under construction this winter, we may be able to save on mobilization costs as both projects utilize a large crane barge and pile driving equipment.

We hope to put the project out to bid in September with an award contingent upon Town Meeting approval to allow for enough time to procure the floats and install before summer 2024.

Respectfully submitted,  
Chad Hunter – Plymouth Harbormaster





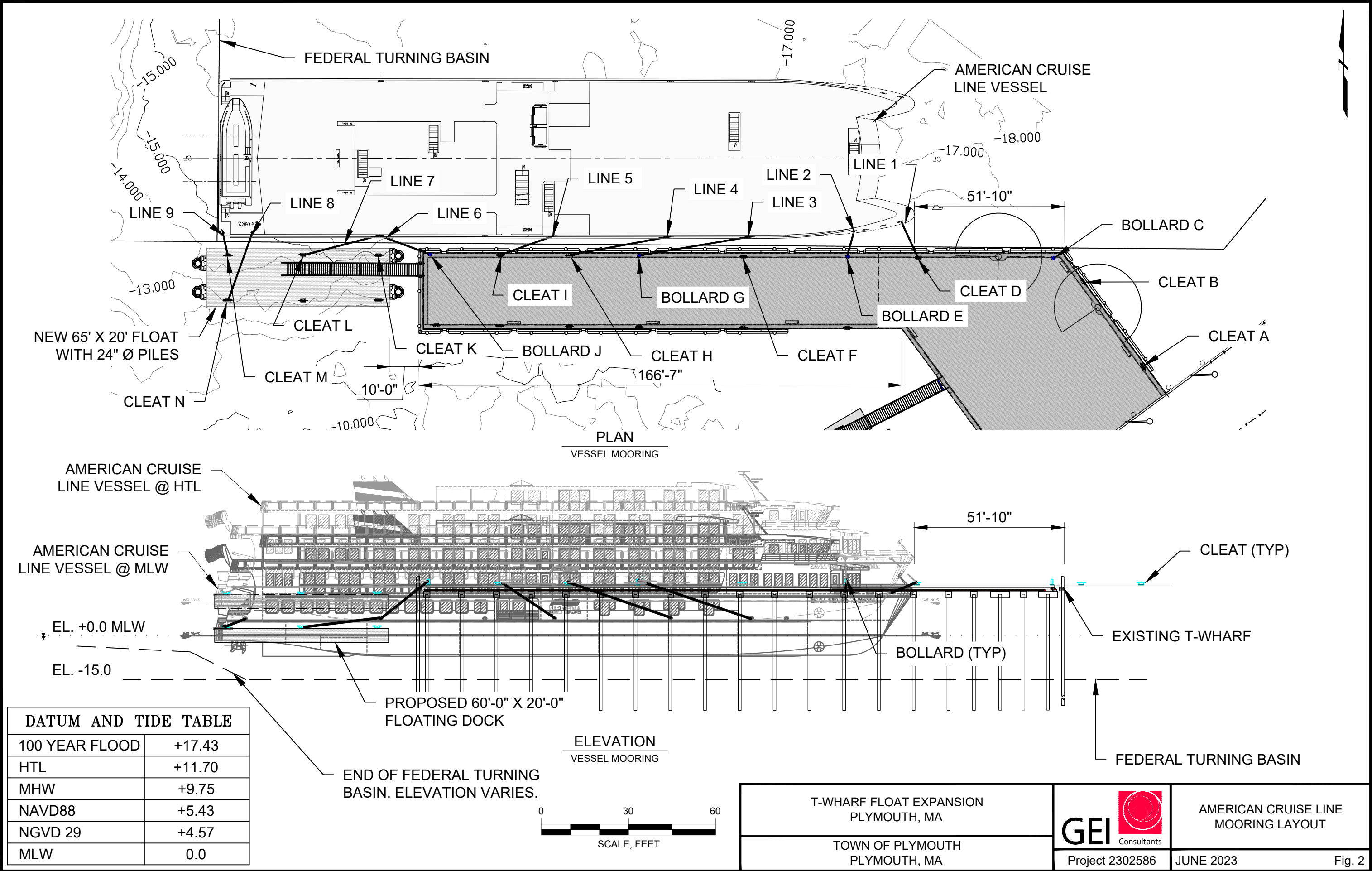
DATUM AND TIDE TABLE	
100 YEAR FLOOD	+17.43
HTL	+11.70
MHW	+9.75
NAVD88	+5.43
NGVD 29	+4.57
MLW	0.0

END OF FEDERAL TURNING BASIN. ELEVATION VARIES.



T-WHARF FLOAT EXPANSION PLYMOUTH, MA		AMERICAN CRUISE LINE MOORING LAYOUT
TOWN OF PLYMOUTH PLYMOUTH, MA		
Project 2302586	JUNE 2023	Fig. 1





**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY24 FALL ANNUAL TOWN MEETING**

<b>Department:</b>	Public Works	<b>Priority #:</b>	1
<b>Project Title and Description:</b>	DPW Administration Building Schematic Design and Appraisal	<b>Total Project Cost:</b>	\$ 25,0000

**Department/Division Head:** William Coyle

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

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

**List any funding sources and amounts already granted:** \_\_\_\_\_

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>	\$11,000.00	Please refer to the attached scope.	<i>FY23</i>		
<i>Labor and Materials</i>			<i>FY24</i>		
<i>Administration</i>			<i>FY25</i>		
<i>Land Acquisition</i>	\$10,000.00	Appraisal estimate	<i>FY26</i>		
<i>Equipment</i>			<i>FY27</i>		
<i>Other</i>					
<i>Contingency</i>	\$4,000.00	20% contingency (approximate)			
<b>Total Capital</b>	\$25,000.00				

**Project Justification and Objective:** Schematic design and appraisal of proposed DPW Administration building at 22 Mary B Lane.

**For Capital Project Requests:**

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

**For Capital Equipment Requests:**

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

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

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

August 3, 2023

Sheila Sgarzi, PE  
Acting DPW Director  
Town of Plymouth  
159 Camelot Drive  
Plymouth, MA 02360

**Subject: Preliminary Schematic Design – Scope & Fee  
Renovation of 22 Mary B Lane, Plymouth**

Dear Sheila:

Regarding the Town's potential purchase of the property at 22 Mary B Lane in Plymouth and renovations there at, we have prepared the following Scope of Services and Fee for preliminary schematic design and preparation of graphics/visual aids in support of a warrant article at the Spring 2024 Town Meeting.

We propose the following Scope of Services:

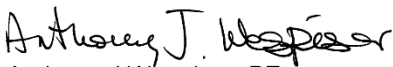
- Review of available documentation (e.g., floor plans, Building Department records, etc.);
- Site visit, including measurement/verification of existing interior configuration;
- Prepare 3-dimensional model of existing building (i.e., Revit software);
- Coordination with Plymouth DPW regarding the Town's specific needs for the space, including discussion of personnel proposed to be located at 22 Mary B Lane and confirmation of the desired space needs for the building;
- Test "fit" to available space;
- Initial Code assessment;
- Conceptual "build-out" plan as needed;
- Overview report with drawing(s) and narrative; and
- Presentation renderings/graphics (for Spring 2024 Town Meeting).

We proposed to complete the Scope of Services listed above for an amount of \$11,000.

Let me know if you have any questions or require any additional information.

Sincerely,

WESTON & SAMPSON ENGINEERS, INC.

  
Anthony J Wespiser, PE  
Senior Project Manager

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY24 FALL ANNUAL TOWN MEETING**

<b>Department:</b> Marine and Environmental Affairs	<b>Priority #:</b>	1
<b>Project Title and Description:</b> Engineering and Permitting for Rehabilitation of Store Pond	<b>Total Project Cost:</b>	\$246,300

**Department/Division Head:** David Gould

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

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

**List any funding sources and amounts already granted:** 50% of costs (\$123,150) to come from Environmental Affairs Fund

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>	\$246,300		FY23		
<i>Labor and Materials</i>			FY24		
<i>Administration</i>			FY25		
<i>Land Acquisition</i>			FY26		
<i>Equipment</i>			FY27		
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	\$246,300				

**Project Justification and Objective:** \_\_\_\_\_

This project would provide the engineering, geotechnical services and permitting work to undertake improvements to the Store Pond Dam and replace the culvert under Court Street that discharges to Cordage Park. This work would bring the structure into compliance with the MA Office of Dam Safety regulations.

**For Capital Project Requests:**

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

**For Capital Equipment Requests:**

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

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

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

## **Scope of Services**

### **Store Pond Dam National ID No. MA02462 Plymouth, Massachusetts**

**SLR #141.11982.P0011**

## **Project Understanding**

SLR International Corporation (SLR) is pleased to present our proposal to prepare engineering and design services for Store Pond dam. SLR recently prepared engineering design drawings and provided construction observation for the repairs to Sawmill (also known as Russell) Pond dam, which is located upstream of Store Pond on the same unnamed watercourse.

Store (also known as Spooner) Pond dam (MAID#02462) is located to the north of Spooner Street and northeast of Sawmill Pond in North Plymouth. Flow out of Sawmill Pond dam flows slightly northeasterly along Bourne Street before turning north in an underground conduit that daylights on the north side of Spooner Street and flows approximately 75 feet into Store Pond. The earth embankment dam is coincident with Court Street (Route 3A) and is located approximately 2,000 feet upstream of the outfall at the coast located between Plymouth Harbor and Kingston Bay. The outlet to Sawmill Pond flows under Court Street in a culvert before flowing into Cordage Pond before discharging into Cape Cod Bay. Tighe & Bond, Inc. prepared a Phase I inspection/evaluation report for Store Pond dam dated December 5, 2017. SLR also performed a Phase I inspection/evaluation report dated December 19, 2022. The dam is classified as a “Small” size dam and a Significant Hazard (Class II) Potential dam. The overall condition of Store Pond was assessed as “Satisfactory” in the same Phase I reports. SLR also prepared an Emergency Action Plan for Store Pond dated March 19, 2020, which was submitted and is on file with the Office of Dam Safety (ODS).

SLR is pleased to present our proposal to provide engineering and related design services to further assess the condition, recommend improvements, and prepare final rehabilitation design plans to Store Pond dam. It is our understanding that the following services are required:

- A Phase II inspection and investigation, pursuant to the following outline:
  - Review of existing information
  - Performance of subsurface explorations
  - Performance of a topographic survey and wetlands delineation
  - Performance of stability and seepage analyses
  - Performance of a detailed hydrologic and hydraulic analysis (H&H)
  - Development of alternatives with conceptual designs
  - Preparation of a Phase II report to be submitted to ODS
- Final Design – Based upon the results of the Phase II inspection, final design of the following elements is anticipated:
  - Place riprap along the upstream face of the embankment.



- Construct a cutoff or wall to prevent unraveling of the surface during an overtopping event.
- Construct a new overflow outlet structure capable of passing the Spillway Design Storm.
- Construct a new culvert under Court Street to replace the current culvert, which is likely undersized and a combination of a stone box culvert and a pipe.

A Phase II inspection and investigation will be performed to evaluate the structural integrity and spillway adequacy of the dam and to develop/implement a plan to bring the dam into compliance with dam safety regulations. The Phase II submittal will provide a proposed time line for final design, permitting, and construction of the selected repairs.

SLR proposes to perform the following scope of work:

## Scope of Services

### **Task 1 – Phase II Inspection and Investigation**

Using the ODS Phase II Inspection and Investigation outline, SLR will perform the following Phase II services:

- 1.1 Review and summarize the existing inspection report information.
- 1.2 Utilize the recently completed Phase I Surface Condition Inspection Report dated December 19, 2022, to document any observed changes.
- 1.3 Prepare a focused subsurface exploration plan and then execute the plan that will include the advancement of three test borings within the dam.

Explorations will be advanced using a truck-mounted drill rig and standard hollow-stem auger (HSA) test boring drilling techniques. Standard Penetration Tests (SPTs) will be performed in general accordance with American Society of Testing and Materials (ASTM) D 1586 in each test boring, with split-spoon samples recovered at 5-foot intervals or at each change in soil stratigraphy, whichever is more frequent. The SPT consists of driving a 1-3/8-inch-inside-diameter split-spoon sampler with a 140-pound hammer falling 30 inches. The blows for each 6 inches of penetration are recorded for a total of 18 or 24 inches. Rock coring or coring through obstructions is not included in our current proposal.

Additional sampling using larger-diameter split-spoon samplers with liners as needed will also be performed to obtain the in-situ density of select subsurface materials. This information will be used to reconstitute bulk samples in the laboratory to the approximate in-situ densities so that direct shear testing can be performed on the reconstituted samples to obtain shear strength parameters for slope stability analysis.

Boring depths of about 20± feet below the top of the embankment are planned to coincide with about 10± feet of penetration below the bottom of the dam.

Up to six retrieved soil samples will be obtained for laboratory testing that will include gradation tests per ASTM D422/D1140. Additional tests will include moisture, density, and direct shear testing. Depending on the material types recovered, other tests such as Atterberg limits and organic content may also be included. Test results will aid in classifying the embankment and foundation soils with respect to estimating various engineering parameters. Permeability parameters will be based on material gradation-based correlations.



Explorations will be performed under the observation of an SLR geologist or geotechnical engineer. Soil samples from the test borings will be classified in the field by SLR in general accordance with the Burmister Soil Classification System. A written drilling log and well log will be completed by SLR and will identify the overburden embankment and foundation soils.

- 1.4 Perform a wetlands delineation of the project area to include upstream and downstream areas. The wetland delineation will be performed by a professional wetland scientist. The survey will be completed in accordance with the 1987 United States Army Corps of Engineers (USACE) *Wetland Delineation Manual*, Technical Report Y-87-1. The delineation will be based on the location of hydrophytic vegetation, hydric soils, and hydrologic conditions, primary or secondary as indicative of a jurisdictional wetland. The area to be delineated will be immediately around the dam and abutment areas and will not extend more than 200 feet upstream or downstream of these structures. Wetlands flagging will be pink-and-black-striped surveyor tape with the date of the delineation, flag number, and delineator indicated on each flag. A locus map of the delineated wetlands will be provided for guidance in locating the wetland flags and documenting their location during the topographic survey.

In addition, a Wetland Technical Memorandum will be prepared identifying the type of each wetland delineated, as well as a Wetland Functions and Values assessment, using the USACE, New England District *The Highway Methodology Workbook*, as revised 1999. The Functions and Values Assessment will be provided for use in the Wetlands Permit Application.

Concurrent with this task, SLR will run a U.S. Fish & Wildlife Services IPaC website model to identify the project's location as potential habitat for any federally listed threatened species, such as the northern long-eared bat, that may require additional and specialized surveys.

- 1.5 Prepare a topographic survey and locate the dam embankments, abutments, and upstream and downstream areas. The survey will include documenting the alignment and invert elevations of the outlet structure components. SLR understands that the earth embankment is coincident with Court Street, which has a sag vertical curve along the roadway horizontal alignment. Therefore, the crest is not a uniform elevation at the crest. The existing spillway configuration consists of a stop-log-controlled drop inlet with an upstream vertical trash rack. The drop inlet structure conveys flows into a stone masonry culvert that transitions into a 36-inch-diameter concrete outfall pipe and discharges upstream of Cordage Pond. The condition and configuration of the transition from stone culvert to round pipe under the roadway is unknown.

An existing conditions plan will be prepared that will serve as the basis for the various engineering analyses from which conceptual design alternatives and ultimately final design will be formulated.

- 1.6 Perform stability and seepage analyses based on the Task 1.3 subsurface explorations test results and the topographic survey. The seepage analyses will be performed using *SLIDE2* by RocScience, which uses a finite element model of steady state seepage conditions. Alternatively, flow net theory may be used to construct equipotential flow paths and head drops through the embankment and foundation materials. Stability analyses of the earth embankments will be performed using the computer software program *SLIDE2*, which is an interactive equilibrium slope stability analysis of various failure geometries, including circular, block, or random as appropriate.



Based on the seepage and stability analytical results, conceptual methods for controlling seepage and increasing stability as necessary will be developed for later use in the final design of project modifications. This will include the need for filter drains to prevent internal erosion and piping or other mechanisms to reduce head pressure within the embankment soils. The conditions with the seepage control measures in place will be reanalyzed to verify adequate safety and seepage control performance under various design conditions, including static, pseudostatic, and rapid drawdown.

- 1.7 Perform Hydrologic and Hydraulic analyses to assess existing spillway capacity and to determine modification alternatives that would be necessary to increase spillway capacity to accommodate the Spillway Design Flood (SDF).

We anticipate working closely with the Town of Plymouth (Town) and the ODS while developing the components of the detailed H&H analyses to gain initial feedback prior to moving forward with subsequent tasks and to ensure that we are meeting the expectations of the Town of Plymouth and the ODS throughout the project.

SLR will develop a detailed hydrologic study to include analysis of the Store Pond dam watershed. The hydrologic input data will be based on land use/land cover or considerations effecting hydrology. Rainfall depths available through the Northeast Regional Climate Center (NRCC) as well as depths published by the National Oceanic and Atmospheric Administration (NOAA) in Atlas 14 will be used to compute inflow and outflow hydrographs. We anticipate using a Type-III rainfall distribution with a 24- hour duration to develop hydrographs for the 100-year storm event. The detailed hydrologic analysis will be conducted using the *HydroCAD* modeling software.

Subsequently, SLR will conduct a hydraulic analysis to determine the outlet capacity of the existing spillway configuration of the Store Pond dam. If the outlet capacity of the existing spillway is found to be deficient, conceptual design of up to three alternatives will be evaluated to modify the spillway and dam to increase the spillway capacity until ODS regulations are met.

SLR will prepare a summary of the detailed H&H analyses to be included in the overall Phase II report. The H&H section of the report will provide details regarding the analyses performed and assumptions made to conduct the analyses and will discuss the data and methods used to develop the detailed models, the conceptual design of spillway improvements to meet ODS regulations, and a summary of results. Detailed results and input data will be provided in the Appendix.

- 1.8 Based on the stability, seepage, and H&H analyses, SLR will develop and present up to three conceptual designs, including associated estimated design, permitting, and construction costs to achieve compliance with Chapter 253, Section 44-48 and 302 CMR 10.00 Dam Safety Regulations.
- 1.9 A dam assessment report will be prepared to include the various analyses and evaluations that will include the following components:
- Topographic survey
  - Wetlands survey results
  - H&H analyses
  - Conceptual modifications to the dam/spillway necessary to pass the SDF





- Seepage and stability analyses with conceptual elements as necessary to control seepage and/or improve stability, depending upon the proposed dam/spillway modifications
- Development of opinions of probable costs for recommended improvements

## **Task 2 – Final Design and Permitting**

At this time, SLR assumes that replacement of the culvert downstream of the dam will not be required to meet the USACE stream crossing standards because the watercourse is likely not considered navigable by the USACE and, as such, would not be subject to their permitting requirements. Similarly, a Massachusetts Department of Environmental Protection (MADEP) Chapter 91 waterways license would not be triggered because of the navigability issues of the watercourse. Based on SLR's review of the MEPA threshold triggers, the contemplated rehabilitation measures to the dam and replacement of the culvert do not appear to trigger the need for a MEPA EENF.

- 2.1 SLR will contact the USACE and MADEP regarding navigable waterway jurisdiction to confirm the assumptions noted above.
- 2.2 Massachusetts Historical Commission Notification – SLR will prepare and submit a Massachusetts Historical Commission Project Notification Form for the project based on the data we have previously obtained and the proposed improvements to the dam.
- 2.3 Massachusetts Environmental and Historic Preservation (EHP) Screening Form – In order to request a Massachusetts EHP review, it is necessary to first complete and submit a Department of Homeland Security (DHS) and Federal Emergency Management Agency (FEMA) Environmental and Historic Preservation Screening Form. These forms will be prepared based on the data we have previously obtained and the proposed improvements to the dam.
- 2.4 Massachusetts Endangered Species Review – SLR will contact Massachusetts Natural Heritage & Endangered Species Program (NHESP) personnel with respect to determining if estimated or priority habitat for listed species exists on or near the project site. We will work with NHESP to mitigate any conditions whereby listed species may be impacted by the proposed rehabilitation activities.
- 2.5 Regulatory Permitting Assistance – Permit Application Preparation – Assist the Town in preparing application forms and supporting documentation. The following permits are anticipated, and a permit process and schedule is presented below:
  - Certificate of Appropriateness – Plymouth Historic District Commission – Prepare and submit an application (including necessary accompanying materials) to the Plymouth Historic District Commission. For this permit application, the design plan format will be modified as required to meet the commission's plan submittal guidelines. It is assumed that Town staff will attend any Historic Commission meetings. This task excludes attendance by SLR staff at any meetings.
  - Section 404 Permit – United States Army Corps of Engineers (USACE) – Prepare and submit a Self-Verification Notification Form (SVNF) for General Permit (GP) No. 2 Repair, Replacement, and Maintenance of Authorized Structures and Fills with required supporting materials to the New England District USACE office in Concord, Massachusetts.
  - Jurisdictional Determination, Chapter 253 Permit Part A – A Chapter 253 Permit Part A is required to determine if the proposed improvements will fall within the jurisdiction of Massachusetts General Law (MGL) Chapter 253. At this time, it is considered



- likely that the proposed improvements will be considered jurisdictional, thus requiring that a Chapter 253 Permit Part B permit (full permit application and design report) will be required.
- Wetlands Protection Act (WPA) Notice of Intent (NOI) – Massachusetts Department of Environmental Protection (DEP) and Plymouth Conservation Commission – Prepare and submit a WPA NOI (including necessary accompanying materials) to the Plymouth Conservation Commission and Massachusetts DEP. This task includes abutter notification and production and distribution of the required number of copies of the NOI to the Plymouth Conservation Commission and DEP. It is assumed that Town staff will attend any Conservation Commission site visits or public hearings. This task excludes attendance by SLR staff at any meetings.

Please note that the permits listed above are based on the limited design information and assumptions to date. If during the design development it is found that dredging of more than 100 cubic yards of land under water, that the watercourse is deemed navigable or permanent filling of greater than 1,000 square feet of federal watercourses and/or wetlands is required, then additional permits will be required from both federal and state agencies. These permits may include MEPA EENF, Massachusetts DEP 401 Water Quality Certificate, Chapter 91 Waterways license, and USACE Pre-Construction Notification GP 18. If these permits are required, the preparation of said permits will be completed under a separate negotiated contract.

#### Permit Process and Order of Schedule

The following provides the order in which SLR and the Town will submit the necessary permit applications.

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

The permit schedule presented above assumes that several of the permit applications will be submitted concurrently and is subject to change based on regulatory agency comments and permit review schedule. For this project, it is anticipated that obtaining the permits will take approximately 4 to 6 months.

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

- 2.6 Semi-Final Design (90%) of Improvements to the Dam – Final design of the proposed improvements will likely include upstream embankment riprap armor protection, repairs or replacement of the low-level outlet and culvert under Court Streett, and/or other improvements to the dam will be performed. It is anticipated that the final design drawings will consist of the following:

- Title sheet
- Beginning and end of project and project limit lines
- Existing conditions, including titles of adjacent roadways and watercourses; location of utilities, drainage facilities, and associated appurtenances; designated wetlands; and property lines and related information compiled from existing maps and records



- Proposed improvements, including plan view, sections, and details as well as construction control points
- Proposed grading
- Proposed plan, cross section, and elevation of the culvert
- Proposed staging and maintenance and protection of traffic plan or detour plan
- Utility relocations
- Typical cross sections
- Proposed planting/restoration plans
- Proposed water control during construction
- Standard design details
- Special design details
- Proposed soil erosion and sedimentation controls
- Sequence of construction

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

- 2.7 Technical Specifications – SLR will prepare a set of technical specifications suitable to describe the elements of the project and for solicitation of bids to qualified contractors.
- 2.8 Final Design (100%) – Prepare and submit Final Design (100%) plans and technical specifications. The final design will include final design drawings and engineers opinion of probable construction cost. The plans will be signed and sealed by a professional engineer who is licensed in the Commonwealth of Massachusetts. It is understood that the gap between 90% and 100% design submissions should be limited to the incorporation of the final comments and should not require any additional design development.
- 2.9 Meetings – It is anticipated that six meetings will be required for the various permits at the various regulatory offices. SLR will prepare and present the listed permit applications on your behalf when requested.

### **Task 3 – Construction Bid-Phase Services**

- 3.1 Bid Documents and Specifications – Develop a single bid package with technical specifications. Prepare supporting information for the front-end specifications (bid form, conditions of the contract, and forms of agreement). It is assumed that the Town will provide sample front-end documents to incorporate into the typical format.
- 3.2 Bidding Assistance – Provide bid-phase assistance, which will include the following:
- Distribute solicitation to bid via electronic formats, including newspaper bid advertisement.
  - Prepare for and attend a prebid conference/site walk with prospective bidders to review sequence, methods, and other variables crucial to the attainment of the project goals. Prepare and distribute meeting minutes. Notice the prebid meeting through the Town's typical notice publications.
  - Respond to inquiries from potential bidders and issue addenda as necessary. Copy Town and MassDOT on all correspondence and communications.



- Develop a bid tabulation.
- Communicate with the Town, MassDOT, and project partners to discuss bids.
- Assist the Town in completing final contracting

## Professional Fees

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

Task 1.0 – Phase II Inspection and Investigation .....	\$115,600
Task 2.0 – Final Design .....	\$100,500
Task 3.0 – Construction Bid-Phase Services .....	\$14,900
Direct Expenses.....	<u>\$15,300</u>
<b>Total .....</b>	<b>\$246,300</b>

## Exclusions and Limitations

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

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

1. Design of roadway improvements
2. FEMA coordination, permitting, or certification
3. Environmental/chemical testing of disturbed soils or sediments
4. Design changes or additional alternatives assessment beyond that described in the scope of services
5. Payment of regulatory permit fees
6. Attendance at additional meetings beyond those indicated above
7. Construction-phase services, inspections, or testing
8. Preparation of record drawings after construction
9. It is assumed that the Town will provide necessary police or traffic controls for geotechnical borings or other work within Court Street.
10. It is assumed that the Town will remove guiderail or fencing to provide access to the dam or to perform geotechnical borings.

Such additional services can be provided upon request via supplemental agreement with SLR once agreed to.



**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY24 FALL ANNUAL TOWN MEETING**

<b>Department:</b> Marine and Environmental Affairs	<b>Priority #:</b>	3
<b>Project Title and Description:</b> Herring Ponds Management Plan Implementation	<b>Total Project Cost:</b>	\$32,800

**Department/Division Head:** David Gould

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

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

**List any funding sources and amounts already granted:** Environmental Affairs Fund

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>	\$32,800		FY23		
<i>Labor and Materials</i>			FY24		
<i>Administration</i>			FY25		
<i>Land Acquisition</i>			FY26		
<i>Equipment</i>			FY27		
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	\$32,800				

**Project Justification and Objective:** \_\_\_\_\_

One of the key findings in the Management Plan was that streamflow from Little Herring Pond (LHP) to Great Herring Pond (GHP) was the largest source of phosphorus to GHP.2 In order to continue to move toward long-term management, Town DMEA staff have asked CSP/SMASST and TMDL Solutions to prepare this scope to collect on going key targeted data, evaluate an in-stream PRB potential phosphorus reduction option, and develop an annual update as the town considers other management options

**For Capital Project Requests:**

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

**For Capital Equipment Requests:**

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

N/A

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

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

David Gould, Department Head  
Department of Marine and Environmental Affairs  
Town of Plymouth  
26 Court Street  
Plymouth, MA 02360

Dear David:

The Herring Ponds Watershed Association (HPWA) has worked closely with your department and with consultant Ed Eichner to develop a Watershed Management Plan that can potentially reduce watershed pollution and eliminate toxic cyanobacteria blooms from the Herring Ponds Watershed. This is not just a “quality of life” issue – it is also a public health issue since the 2020 bloom sent several dogs to the veterinarian and one resident to the hospital. Indeed, it is a growing and serious town-wide issue.

We understand that the DMEA is submitting a warrant Article for the upcoming Fall Town Meeting, and that this proposal seeks funds needed for the Town and for HPWA to begin baseline studies needed to support specific recommendations of the HPWA Management Plan. Specifically, it will provide funds to explore the potential of a Permeable Reactive Barrier (PRB) to remove phosphorus pollutants from our water. Excess phosphorus is associated with cyanobacteria blooms whose toxins threaten the health of our Association residents (and potentially all other Town residents). The DMEA proposal seeks money to collect baseline data needed to explore the possible utility/benefits of a PRB and pay for permits, design, and construction.

The Directors of the HPWA believe that the presence of cyanobacteria blooms in our lakes and ponds is a growing, serious issue for Plymouth, we are eager to work with the Town to seek remedies. Moreover, we are prepared to contribute a \$5,000 match to help in this effort.

Thank you for your consideration and help with this issue.

For the Herring Pond Watershed Association,

Don Williams  
President



## Scope of Work

# Technical Support of the Town of Plymouth Great Herring Pond and Little Herring Pond Monitoring

August 9, 2023

### Overview

During 2022/2023 and working together with the Town Department of Marine & Environmental Affairs (DMEA), the Coastal Systems Program from the School for Marine Science and Technology at UMass-Dartmouth (CSP/SMAST) and TMDL Solutions LLC prepared a Great Herring Pond and Little Herring Pond Management Plan and Diagnostic Assessment.<sup>1</sup> The diagnostic assessment portion of the Management Plan relied in large part on data collect by CSP/SMAST staff, including water column and stream flow readings. Management recommendations suggested that the Town consider evaluating management options, while continuing water quality monitoring. One of the key findings in the Management Plan was that streamflow from Little Herring Pond (LHP) to Great Herring Pond (GHP) was the largest source of phosphorus to GHP.<sup>2</sup> In order to continue to move toward long-term management, Town DMEA staff have asked CSP/SMAST and TMDL Solutions to prepare this scope to collect on-going key targeted data, evaluate an in-stream PRB potential phosphorus reduction option, and develop an annual update as the town considers other management options. Scope tasks are:

### Task 1: Streamflow and WQ Measurements: LHP outflow & GHP outflow

CSP/SMAST staff will collect monthly instantaneous flow readings and water quality samples at the GHP and LHP outflows year-round for 12 months. Town staff, in coordination with CSP/SMAST staff, will install and maintain Town-owned continuous water level monitoring devices at the sampling locations. Duplicate samples will be collected randomly for a minimum of 10% of the total samples. All collected samples will be assayed for standard PALS parameters (TP, TN, pH, alkalinity, chlorophyll a/pheophytin) plus ortho-P at the Coastal Systems Analytical Facility at SMAST.

### TASK 1 Cost: \$16,184

**Deliverable: Summary water quality results in an Excel spreadsheet provided to the Town with Project Technical Memorandum (Task 3).**

### Task 2: Stream PRB Testing in Carter's River: Design, Permitting, Installation, Monitoring

CSP/SMAST and TMDL Solutions staff will coordinate with Town staff to design, permit, install, and monitor an experimental, temporary in-stream PRB to remove phosphorus (P) at one location

<sup>1</sup> Eichner, E., B. Howes, and D. Schlezinger. 2022. Great Herring and Little Herring Ponds Management Plan and Diagnostic Assessment. Town of Plymouth, Massachusetts. TMDL Solutions LLC and Coastal Systems Program, School for Marine Science and Technology, University of Massachusetts Dartmouth. Centerville, MA and New Bedford, MA. 134 pp.

<sup>2</sup> Eichner, E., B. Howes, and D. Schlezinger. 2022. Figure V-32.



in Carter's River between LHP and GHP. Project staff will design a temporary in-stream PRB with P removal materials that will allow herring passage. Project staff will support a Town application to the Conservation Commission for the PRB installation. Pending any Conservation Commission conditions, the PRB will be installed in July and August. Water quality and flow readings will be monitored upstream and downstream, near field and far field, weekly for the two months. Duplicate samples will be collected randomly for a minimum of 10% of the total samples. All collected samples will be assayed for standard PALS parameters plus ortho-P at the Coastal Systems Analytical Facility at SMAST.

**TASK 2 Cost: \$15,524**

**Deliverables:**

- 1) Preparation of Notice of Intent for Town submittal to Conservation Commission, including 1 meeting with Conservation Agent and 1 meeting with Commission.**
- 2) Design of in-stream P removal PRB, including PRB materials and provisions to allow herring passage (discussions with MassDMF are anticipated and outcomes will be included in NOI submittal)**
- 3) Summary water quality and flow monitoring results in an Excel spreadsheet provided with Project Technical Memorandum (Task 3).**

**Task 3: Project Reporting: Technical Memorandum**

CSP/SMAST and TMDL Solutions staff will prepare a final Technical Memorandum reviewing and summarizing data collected in Tasks 1 and 2 and comparing these data to information summarized in the GHP and LHP Diagnostic Assessment and Management Plan. The Technical Memo will also include recommendations for future monitoring and management. No presentation of the Technical Memorandum is included.

**TASK 3 Cost: \$6,091**

**Deliverable: Technical Memorandum (final) summarizing Task 1 and Task 2 findings, as well as recommendations for future monitoring and management activities.**

**TOTAL PROJECT COSTS: \$37,800**

**PROJECTED SCHEDULE:**

Task 1 monitoring can begin at any time during the year, but Task 2 will need to occur in July and August to match potential worst case conditions and water quality management priority timing. The Technical Memorandum will be delivered to the Town by TMDL Solutions and CSP/SMAST four months following the collection of the final monthly readings and sampling in Task 1.

**EXPECTED FUNDING/BILLING:**

This is a joint project between the Coastal Systems Program from the School for Marine Science and Technology at UMass-Dartmouth and TMDL Solutions LLC.



**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY24 FALL ANNUAL TOWN MEETING**

<b>Department:</b> Marine and Environmental Affairs	<b>Priority #:</b>	2
<b>Project Title and Description:</b> Savery Pond Groundwater Flow Model	<b>Total Project Cost:</b>	\$32,800

**Department/Division Head:** David Gould

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

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

**List any funding sources and amounts already granted:** Environmental Affairs Fund

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>	\$32,800		FY23		
<i>Labor and Materials</i>			FY24		
<i>Administration</i>			FY25		
<i>Land Acquisition</i>			FY26		
<i>Equipment</i>			FY27		
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	\$32,800				

**Project Justification and Objective:** \_\_\_\_\_

Employ UMASS Amherst's Plymouth groundwater flow model (recently developed as part of the Plymouth saltwater intrusion study) to simulate surface-water/groundwater interactions in the Savery Pond System. The goal of this effort would be to develop a tool to allow the predictive investigation of alternative management scenarios and their effect on pond and groundwater levels.

**For Capital Project Requests:**

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

**For Capital Equipment Requests:**

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

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

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

# Savery Pond Conservancy

August 2, 2023

David Gould, Department Head  
Department of Marine and Environmental Affairs  
Town of Plymouth  
26 Court Street  
Plymouth, MA 02360

## Re: Letter of Support for Savery Pond Management Plan Implementation - Groundwater Flow Modeling

Dear Mr. Gould,

The Savery Pond Conservancy (SPC), a Plymouth-based 501(c)(3) nonprofit corporation that has been engaged in addressing harmful algal blooms and revitalizing Savery Pond over many years, strongly supports the proposal to apply the Plymouth Groundwater Flow Model to improve understanding of hydrologic interaction between groundwater and Savery Pond and assess water resource management strategies. As many are aware, Savery Pond has proven quite vulnerable to changes in groundwater flushing and nutrient inflows. The balance between clean groundwater flushing through the pond vs. nutrient (phosphorus) loading to the pond dictates the potential for algal blooms. While we have made recent advances in addressing the problem of algal blooms, the pond is still vulnerable and understanding this balance plays a key role towards identifying management alternatives geared towards keeping the pond healthy and safe. In addition, the proposed modeling project will serve as a case study as to how the Plymouth Groundwater Flow Model can be applied to other Plymouth ponds to develop management alternatives.

SPC supports Town funding of this proposal and we intend to contribute to the project. We commit to \$2,000 in cash donation along with \$3,000 of in-kind hydrologic services to support the modeling effort. Our in-kind support will include compilation and provision of hydrologic data collected on the pond over the last decade, technical input during model refinement and application, and (if requested) running the updated model to perform simulations of interest to the Town. SPC president Peter Schwartzman is a licensed hydrogeologist who has led the data collection, published Savery Pond technical reports (see our website: [www.saverypond.org](http://www.saverypond.org)), and is an experienced groundwater modeler capable of working with the refined model.

Thank you for the opportunity to support development of this important tool for managing Plymouth ponds and our precious water resources.

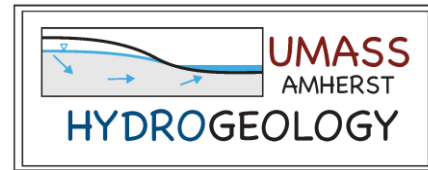
Sincerely,  
**Savery Pond Conservancy Board of Directors**



**Peter Schwartzman**  
SPC President



**Application of the Plymouth Groundwater Flow Model to Improve Understanding of Hydrologic Interaction Between Groundwater and Savery Pond and Assess Water Resource Management Strategies**



**Revised August 1, 2023**

**Dr. David Boutt, Professor, University of Massachusetts-Amherst**

**Detailed Savery Pond Scope - 1:**

**Objective:** Employ UMASS Amherst's Plymouth groundwater flow model (recently developed as part of the Plymouth saltwater intrusion study) to simulate surface-water/groundwater interactions in the Savery Pond System. The goal of this effort would be to develop a tool to allow the predictive investigation of alternative management scenarios and their effect on pond and groundwater levels. A calibrated model would update elements of any watershed plans, such as estimated groundwater flushing (i.e. dilution of nutrient loading and impacts on pond temperature) and "zone of contribution" of groundwater to ponds. Similar methodology developed for the Savery Pond modeling study could be applied to other ponds of interest in the Town of Plymouth

**Deliverables:**

A technical report describing objectives, methods, and results including digital files from the calibrated model and predictive scenarios and related metadata.

**Scope:**

1. Review existing information about Savery Pond groundwater, surface water, and water quality including:
  - a) Hydrologic data compiled by Savery Pond Conservancy (SPC), including surveyed groundwater elevations, outlet stream elevation, time-series streamflow measurements and time-series pond level measurements
  - b) Water-quality data compiled by SPC and Town of Plymouth Department of Marine and Environmental Affairs (DMEA) to better understand nutrient loading issues
  - c) Information from neighboring Town wells (construction, geologic logs, pumping history, predicted future withdrawals)
  - d) Hydrologic interpretation presented in SPC technical reports, including water levels & streamflow" (2019), "East Bog" characterization (2020), and bathymetric survey (2017)
  - e) Savery Pond Watershed Plan (TMDL Solutions, 2022) and other relevant documents
2. In-person tour/kickoff meeting and Scope Refinement
  - a) Pond tour presented by SPC and DMEA to observe key hydrologic features
  - b) Kickoff meeting with DMEA and SPC to:

- i. Ensure that all available data have been identified
    - ii. Understand stakeholder concerns
    - iii. Discuss realistic predictive modeling scenarios
  - c) Scope revision as needed
- 3. Refine the model grid locally to obtain increased resolution
  - a) Increase resolution of grid
  - b) Update model representations of pond and streams using U.S. Geological Survey “MODFLOW” modeling packages, such as “streamflow routing” and “lake” packages
  - c) Update modeled local aquifer occurrence and properties
- 4. Calibration to documented conditions
  - a) Adjust model parameters using PEST to improve model fit to local conditions and define sensitivity of model results to reasonable ranges of model parameters
- 5. Predictive model scenarios
  - a) Investigate influence of nearby pumping on pond flushing and stream outflow
  - b) Evaluate how lowering the outlet elevation of the stream would affect pond flushing and stream outflow (short term and long term)
  - c) Preliminary exploration on how changes in groundwater flushing of the pond could affect the nutrient (phosphorus) balance and pond temperatures
- 6. Technical memorandum
  - a) Draft technical memorandum
  - b) Web meeting to receive comments
  - c) Document finalization
- 7. Project Management
  - a) Contracting and invoicing
  - b) Model progress check-in web meetings (2)
  - c) Provision of digital deliverables with metadata

#### **Costs for Savery Pond Scope:**

##### **A. Direct costs (\$34,800)**

- Postdoctoral Groundwater Modeler: \$27,000
- Research Technician: \$5,000
- Model License: \$2,000
- Travel to field site: \$800

*Direct costs to be split by DMEA (\$32,800) and SPC (\$2,000)*

##### **B. In-Kind Contributions (\$6,500)**

- Dr. Boutt: \$3,500
- SPC (data compilation and applied model simulations performed by licensed hydrogeologist [Peter Schwartzman]): \$3,000

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY24 FALL ANNUAL TOWN MEETING**

<b>Department:</b> Marine and Environmental Affairs	<b>Priority #:</b>	4
<b>Project Title and Description:</b> Design of Dark Orchard All Persons Trail	<b>Total Project Cost:</b>	\$16,103

**Department/Division Head:** David Gould

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

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

**List any funding sources and amounts already granted:** Environmental Affairs Fund

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>	\$16,103		FY23		
<i>Labor and Materials</i>			FY24		
<i>Administration</i>			FY25		
<i>Land Acquisition</i>			FY26		
<i>Equipment</i>			FY27		
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	\$16,103				

**Project Justification and Objective:** The project is to design and permit an all persons trail in Jenney Park. This allows for easy access, parking and proximity to all types of trail users. It would be the first of its kind trail on town land and connect to existing ADA paths and sidewalks.

**For Capital Project Requests:**

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

**For Capital Equipment Requests:**

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

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

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



January 23, 2023

Nathan J. Cristofori, PWS  
Natural Resources Specialist  
Division of Natural Resources  
Town of Plymouth  
26 Court Street  
Plymouth, MA 02360

Nate,

Thank you for considering Timber & Stone, LLC's proposal for the design of the Dark Orchard Preserve Trail in Plymouth, MA. This project involves many technical design elements that pair well with our construction talents. We would welcome the chance to work alongside your department to be sure the final design is both sustainable to the environment while also being experiential for the public.

As you may know, Timber & Stone, LLC is a trail planning, design, and construction business based in East Montpelier, VT. Over the years, we have successfully provided trail design and construction expertise to land management agencies located throughout the Northeast and Central US. Our recent accessible trail design and construction projects have included a trail system for The Nature Conservancy located in Monkton, VT, an accessible trail and viewing platform located within Smugglers Notch State Park, VT and an accessible boardwalk and pathway for the Town of Meredith, NH.

This design project will involve pinpointing the alignment of the trail and boardwalk, installing test piles to determine proper depth and torque for the boardwalk foundations, calculating material quantities, and developing a thorough report for use with fundraising and permit applications. Construction costs, schematic designs of all structures, and a detailed description of the trail's character will also be included. Should your department require structural engineering that is stamped, we can collaborate with an engineer on those details, but their fees and our consultation would be an additional expense.

Nate, thank you for your serious consideration of Timber & Stone, LLC's proposal for the design of the Dark Orchard Preserve Trail. We are highly motivated to include this work within our 2023 Trail Season.

Please contact me with any questions related to this introductory letter or the attached material.

Onward,

Josh Ryan  
Trail Designer / Builder

Timber & Stone, LLC 4764 Center Road, East Montpelier, VT 05651 802-522-9856 [TimberandStonellc.com](http://TimberandStonellc.com)

## Dark Orchard Trail Assessment and Design – Plymouth, MA

### **Task 1: Project Kick-off and Initial Site Assessment**

**Scope:** Attend (1) Project Kick-Off meeting in Plymouth, MA and perform site assessment. Finalize trail alignment, inventory and measure trail structures, and photo document trail alignment.

#### **Cost Summary:**

Item Description	Unit	Cost Per Unit	Total
Meeting and Fieldwork – Level I Trail Designer	10 Hours	\$ 150.00	\$ 1,500.00
Roundtrip Travel – Level I Trail Designer	8 Hours	\$ 85.00	\$ 680.00
Meeting and Fieldwork – Level II Trail Designer	10 Hours	\$ 125.00	\$ 1,250.00
Roundtrip Travel – Level II Trail Designer	8 Hours	\$ 85.00	\$ 680.00
Mileage – 2 Vehicles	900 Miles	\$ .58	\$ 522.00
Overnight Accommodations	1 Night	\$ 350.00	\$ 350.00
Memo and Correspondence	4 Hours	\$ 150.00	\$ 600.00
		<b>Task 1 Total =</b>	<b>\$ 5,582.00</b>

### **Task 2: Test Pile Installation and Assessment**

**Scope:** Install 2 test piles for helical pile foundations. Record torque values and coordinate with structural engineer for suggested torque values and depths.

#### **Cost Summary:**

Item Description	Unit	Cost Per Unit	Total
Fieldwork - Level I Trail Designer	12 Hours	\$ 150.00	\$ 1,800.00
Roundtrip Travel – Level I Trail Designer	8 Hours	\$ 85.00	\$ 680.00
Fieldwork - Level II Trail Designer	12 Hours	\$ 125.00	\$ 1,500.00
Roundtrip Travel – Level II Trail Designer	8 Hours	\$ 85.00	\$ 680.00
Equipment Delivery Mileage	450 Miles	\$ 1.50	\$ 675.00
Mileage – 1 Vehicle	450 Miles	\$ .58	\$ 261.00
Equipment Rental			\$ 575.00
Structural Engineer Fees			\$ 1,500.00
		<b>Task 2 Total =</b>	<b>\$ 7,671.00</b>



### **Task 3: Trail Report Assembly and Delivery**

**Scope:** Development of construction specification for all components of trail construction, assembly of trail photo pages and trail logs, final coordination of trail report and digital delivery to client.

**Cost Summary:**

Item Description	Unit	Cost Per Unit	Total
Trail Report Assembly - Level I Trail Designer	16 Hours	\$ 150.00	\$ 2,400.00
Memo and Correspondence	3 Hours	\$ 150.00	\$ 450.00
		<b>Task 3 Total =</b>	<b>\$ 2,850.00</b>

**Total Project Cost = \$ 16,103.00 \***

**\*Time estimates serve as a minimum level of participation by Timber & Stone, LLC. Additional cost of consultation will revert to hourly rate as it relates to each task.**





## **TIMBER & STONE, LLC**

### **Firm Overview**

Since 2004, Vermont based Timber & Stone, LLC has provided technical advice and construction expertise to land managers seeking to build or improve recreational trails. Conservation Minded Construction is the adage that guides our work.

Our goal—sustainably built, multi-use trails that provide users with a safe and enjoyable outdoor experience. We work with a variety of clients and project sponsors—from municipalities to private landowners—on projects throughout the Northeast.

Timber & Stone, LLC is dedicated to providing clients with professional, customized trail design and quality, conservation-minded construction. Whether working independently or alongside volunteers, Timber & Stone, LLC is committed to making the trail construction process, from initial consultation to the final ribbon cutting, a rewarding experience for the entire community.

### **WHAT WE BELIEVE**

**Trails provide people with opportunities to recreate, educate, and contemplate.**

They are an essential component of our culture. Trails offer a safe and sustainable way to access wild areas. They are also a vital part of building vibrant community; offering a recreational outlet to the public. With thoughtful, informed consideration paid to design and construction, trails enhance the intrinsic value of natural areas to the human community.

### **WHAT WE DO**

**Trail Design. Construction. Education.**

For the last fourteen years, Timber & Stone, LLC has assisted clients—from municipalities to private landowners—in transforming their trail aspirations into reality. Our goal is to build safe, appropriately designed trails and pathways in a sustainable and efficient manner; trails that balance recreational needs while preserving the character and sanctity of the natural landscape.

Simply put, we build trails that stand the test of time.

Founded and based in Central Vermont, Timber & Stone, LLC has completed projects throughout the Northeast. We are available to work as a contracted crew or alongside volunteers, students, and stewards. With a keen eye to safety, we empower groups of volunteers by building skills and camaraderie while effectively managing the worksite to attain a high quality product.



# Timber & Stone, LLC

Recreational Trail Design and Construction

## Project Portfolio: Universally Accessible Trail Design and Construction



### **Barnes Camp Accessible Boardwalk (2017)**

*The Long Trail, Stowe, VT*

#### *Overview:*

- 600 foot elevated wetland boardwalk on a helical pile foundation system
- Multiple viewing platforms installed along this scenic section of the Long Trail

#### *Contact:*

Tasha Wallis, Executive Director  
Lamoille County Planning Commission  
tasha@lpcvt.org or (802) 888-4548

### **Camp Smith Accessible Trail (2016)**

*Little River State Park, Waterbury, VT*

#### *Overview:*

- 1/2 Mile accessible trail system with interpretive overlooks for public engagement
- Meanders through a historically significant former Civilian Conservation Corps encampment

#### *Contact:*

Sue Bulmer, Northeast Parks Regional Manager  
Vermont Department of Forest, Parks & Recreation  
susan.bulmer@vermont.gov or (802) 476-0181



### **Bomoseen State Park Accessible Boardwalk (2016)**

*Bomoseen, VT*

#### *Overview:*

- 200 foot boardwalk supported by helical pile foundations and located within a sensitive wetland environment
- Decking and railing constructed of naturally rot resistant Black Locust and White Oak

#### *Contact:*

Frank Spaulding, Parks Project Coordinator  
Vermont Department of Forest, Parks & Recreation  
frank.spaulding@vermont.gov or (802) 522-0798





### **Mount A Accessible Trail (2014-2016)**

*Mount Agamenticus Conservation Area, York, ME*

#### **Overview:**

- Design and construction of a one mile accessible trail that navigates granite ledges and rock outcroppings
- Installed multiple boardwalks, bridges, and a 30' circular observational platform

#### **Contact:**

Robin Kerr, Conservation Coordinator  
robin@agamenticus.org or (207) 361-1102

### **Eshqua Bog Accessible Trail and Boardwalk (2014-2015)**

*Eshqua Bog Natural Area, Hartland, VT*

#### **Overview:**

- Design and construction of a 460 foot accessible boardwalk supported by helical pile foundations
- Multiple viewing platforms allows for photography and appreciation of rare wetland flora

#### **Contact:**

Lynn McNamara, Director of Stewardship  
The Nature Conservancy in Vermont  
lmcnamara@TNC.org or (802) 229-4425



### **Shaftsbury State Park Accessible Trail (2015, 2017)**

*Shaftsbury, VT*

#### **Overview:**

- Design and construction of 100' accessible boardwalk supported by helical pile foundations
- Upgrade of existing boardwalk to comply with accessible trail guidelines

#### **Contact:**

Lisa Thorton, Stewardship Forester  
Vermont Department of Forests, Parks, & Recreation  
lisa.thorton@vermont.gov or (802) 777-7480

### **Reservoir Accessible Trail (2010, 2015)**

*Waterbury Center State Park, Waterbury, VT*

#### **Overview:**

- Constructed 1/4 mile accessible trail that allows access and viewing of the Waterbury Reservoir
- Installed connector paths allowing access to boat launch, swimming area, and picnic tables

#### **Contact:**

John Medose, Northeast Parks Facility Manager  
Vermont Department of Forests, Parks & Recreation  
john.medose@vermont.gov or (802) 426-3050







### Entrance Bridge (2015/2016)

*Birds of Vermont Museum, Huntington, VT*

#### Overview:

- Design and construction of 100' accessible elevated boardwalk and bridge supported by helical pile foundations
- This custom built structure serves as main entry point to museum facilities

#### Contact:

Erin Talmage, Executive Director  
Birds of Vermont Museum  
museum@birdsofvermont.org or (802) 434-2167

### Long Beach Boardwalk (2013)

*Barnstable, MA*

#### Overview:

- Construction of 350' accessible boardwalk that serves as public access to Long Beach
- Installed innovative foundation in beach ecosystem

#### Contact:

Rebecca Nickerson, Project Manager  
Town of Barnstable  
508-790-6316



### Front Bay Park (2012)

*Wolfeboro, NH*

#### Overview:

- Design and construction of a one mile accessible trail system that borders Lake Winnepesaukee
- Design, construction, and installation of an accessible timber framed gazebo

#### Contact:

Rob Houseman, Former Wolfeboro Town Planner  
robert.houseman@hanovernh.org or (603) 640-3212

### Longwood Gardens Trail System (2008)

*Kennett Square, PA*

#### Overview:

- Served as member of specialized construction crew that designed and installed this accessible treehouse and elevated ramp system

#### Contact:

Eyrich Stauffer, Lead Design/Builder  
Stauffer Woodworking  
eyrich@staufferwoodworking.com or (802) 272-9535



## Project Portfolio: Trail Assessment, Planning and Design

**Overview:** For nearly a decade, Timber & Stone, LLC has prepared comprehensive trail design plans and reports for dozens of organizations and municipalities for properties throughout the Northeast.

Each of the document titles below indicates the completion of extensive field work. Foot-by-foot analysis of a trail is required in order to generate thorough construction and/or maintenance specifications for each site.



### **Enders Falls Trail Design**

Prepared for: Connecticut Department of Energy and Environmental Protection  
Granby, CT (2018)

### **Raven Ridge Natural Area Accessible Boardwalk and Trail Design**

Prepared for: The Nature Conservancy  
Hinesburg, VT (2017)

### **Norwalk River Valley Trail Layout and Design**

Prepared for: Friends of the Norwalk River Valley Trail (NRVT)  
Ridgefield, CT Section (2018), Norwalk, CT Section (2017),  
Redding, CT Section (2016) and Wilton, CT Section (2013)

### **Rock Point Trail Assessment and Design**

Prepared for: The Rock Point Center  
Burlington, VT (2017)

### **Pine Island Cemetery Trail Design**

Prepared for: Norwalk Redevelopment Agency  
Norwalk, CT (2017)

### **Ossipee Pine Barrens Accessible Trail Design**

Prepared for: The Nature Conservancy  
Ossipee, NH (2017)

### **Lubberland Creek Accessible Trail Design**

Prepared for: The Nature Conservancy  
Newmarket, NH (2017)

### **Marshall Conservation Area Trail Master Plan**

Prepared for: Town of Conway, NH (2016)

### **Hawkins Brook Nature Trail Accessible Trail and Boardwalk Design**

Prepared for: Town of Meredith, NH (2016)

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"The trail layout and design document Timber & Stone, LLC prepared was thorough; sufficiently so, that it has given funders the confidence to make substantial contributions and was used to successively support permit applications."

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-Pat Sesto, Chairperson  
Norwalk River Valley Trail

### **North Branch Cascades Trail Assessment and Design**

Prepared for: The Vermont River Conservancy  
Worcester/Elmore, VT (2016)

### **Mills Riverside Park Trail Assessment Plan**

Prepared for: Jericho/Underhill Park District  
Jericho, VT (2016)

### **Black Mountain Trail Assessment and Design**

Prepared for: The Nature Conservancy  
Dummerston, VT (2015)

### **Wiessner Woods Trail Management Report**

Prepared for: Stowe Land Trust  
Stowe, VT (2015)

### **Birds of Vermont Museum Accessible Trail**

Prepared for: Birds of Vermont Museum  
Huntington, VT (2014)

### **Shoreline Greenway Trail Maintenance Plan**

Branford, CT (2014)

### **Eshqua Natural Area Accessible Trail Design**

Prepared for: The Nature Conservancy  
Hartland, VT (2013)

### **Burlington Multi-Use Trail Design**

Prepared for: Burlington Parks and Recreation  
Burlington, VT (2013)

### **Sustainability Academy Multi-Use Trail**

Prepared for: Burlington Sustainability Academy  
Burlington, VT (2012)

### **Front Bay Park Accessible Trail Design**

Prepared for: Town of Wolfeboro  
Wolfeboro, NH (2011)

### **Maple Street Park Multi-Use Trail Design**

Prepared for: Essex Junction Recreation and Parks  
Essex Junction, VT (2011)

### **Indian Brook Reservoir Trail Maintenance and Management Plan**

Prepared for: Town of Essex  
Essex, VT (2010)

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"Timber & Stone, LLC has been helping us to make our trail networks more durable, accessible, and enjoyable for the past decade. Their work is high quality and well designed. It reflects a clear understanding of what makes for a positive and memorable recreational experience for the range of user groups and abilities that frequent our trails. "

---

-Kristen Sharpless,  
Conservation Program Manager  
Stowe Land Trust



From: Town of Plymouth Open Space Committee

Sept 5, 2023

To: Capital Improvements Committee

Select Board

Advisory and Finance Committee

Committee of Precinct Chairs

To All Concerned,

This is a letter of support for the proposal submitted by the Department of Marine and Environmental Affairs to the Fall 2023 Town Meeting to begin the design and permitting process for:

A new trail around Jenney Pond which would enable the walkers to explore the back of Jenney Pond in an area historically named “Dark Orchard,” and, by connecting along Newfield Street and over the wooden foot bridge, make a nearly full circuit of the Pond. The trail will have some features of an “All Persons Trail,” meaning that it would be accessible to the general public and partially accessible to people having disabilities. There are a number of unique features of this route, including planned boardwalks passing through vegetated wetlands, by an active spring, offering water views, and a closer experience of the birds and other animals living in the pond. People of limited mobility, small children, the elderly, the vision impaired would all be well served by this trail for All Persons.

This planned trail presents yet another opportunity for healthful recreation and beautiful vistas in the heart of the downtown.

The Open Space Committee urges that all concerned join in supporting this exciting project.

Diane Peck

Vice Chair OSC

August 30, 2023

To Whom It May Concern:

I am submitting this letter in support of Marine and Environmental Affairs FY24 Fall Annual Town Meeting Capital Improvement Request, "Design of Dark Orchard All Persons Trail." The project funding, in the amount of \$16,103 is to design and permit an All Persons Trail in Jenney Park.

The All Persons Trail is the first of its kind on town land in Plymouth and is a progressive step towards inclusion and equity in allowing ease of access with All Persons Features for all residents and visitors to enjoy the beauty of this trail and its connectivity to ADA paths and sidewalks.

As the Director of Elder Affairs and Chair of the Select Board appointed Senior Task Force, I wholeheartedly endorse this groundbreaking project. The Senior Task Force is actively seeking a formal, state endorsed Age and Dementia Friendly Designation for the Town of Plymouth. A healthy Age and Dementia Friendly Community provides *"An inclusive and accessible community environment that optimizes opportunities for health, participation and security, promotes respect and inclusion for all ages, enables people of all ages and abilities to participate in activities, fosters meaningful connections in the community, and provides opportunities for meaningful engagement in accessible environments for those living with Dementia and their caregivers."*

An All Persons Trail is designed to provide an inclusive outdoor experience for all ages, including those with walkers, canes, wheelchairs, and strollers. The All Persons Trail is a universally accessible trail that aims to break down barriers to the outdoors. Features could incorporate a multitude of seating areas for rest and enjoyment of surroundings, a wide, flat obstacle free path, and secure handrails to assist those needing mobility support while enjoying nature and the natural beauty of Plymouth.

Forty percent of Plymouth residents are aged 55 plus, and an All Persons Trail would be a perfect integral project that is thoughtful in design and incorporates the tenets of an Age and Dementia Friendly Plymouth Community. I hope you will consider supporting this important request at Fall Town Meeting.

Respectfully submitted,

*Michelle Bratti*

Michelle Bratti

Director of Elder Affairs/Center for Active Living

Town of Plymouth



**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM  
FY24 ANNUAL FALL TOWN MEETING REQUEST FORM**

<b>Department:</b> SEWER DIVISION		<b>ONE</b>
<b>Project Title and Description:</b> CMOM	<b>Total Project Cost:</b>	\$500,000.00

**Department/Division Head:** Doug Pinard

**Cost estimate was developed:** Internally ☒ Externally ☐

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>			FY23		
<i>Labor and Materials</i>	\$500,000.00		FY24	\$500,000.00	
<i>Administration</i>			FY25	\$500,000.00	
<i>Land Acquisition</i>			FY26	\$500,000.00	
<i>Equipment</i>			FY27	\$1,000,000.00	
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	\$500,000.00				

**Possible sources and amounts of funding, if known:** \_\_\_\_\_

**Project Justification and Objective:** \_\_Capacity, Management, Operations and Maintenance program. A CMOM program is an information – based program to effectively run a collection system and help lower the risk of National Pollutant Discharge Elimination System (NPDES) permit violation and discharge permit. CMOM is a mandatory revolving requirement for the Town of Plymouth through EPA

**For Capital Project Requests:**

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

**For Capital Equipment Requests:**

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

Attach additional information, estimates, or justification.



# TOWN OF PLYMOUTH

Department of Public Works

Sewer Division

131 Camelot Drive

Plymouth, Massachusetts 02360

Office: (508) 830-4159

Fax: (508) 830-4062

## FY-23 Capital Improvement Plan Request Priority # 1

Capacity, Management, Operational, Maintenance program (CMOM)

### **Background:**

The Town of Plymouth entered into an agreement with the EPA in 2014 to implement a Corrective Action Plan for its sewer system. The system contains approximately 285,000 feet of gravity sewers, resulting in approximately 57,000 feet needing to be cleaned annually as part of its CMOM program.

In accordance with the EPA Clean Water Act Administrative Order Docket No. 13-006, The Town of Plymouth has developed and implemented a Capacity, Management, Operation and Maintenance (CMOM) corrective action plan. Since 2015, Environmental Partners has been involved in collecting data through routine cleaning and inspection of the Town's sewer system and developing a plan for long-term improvements.

The Town of Plymouth has retained Environmental Partners (EP) since 2015 to implement and coordinate the completion of a five-year Corrective Action Plan as required by the EPA through its CMOM Program. The objective of the Corrective Action Plan is to develop a Collection System Maintenance Plan after five years of data collection and plan development. Given the Town's limited cleaning capabilities and staffing, the Town has retained EP annually since 2015 to implement this plan, which is broken down into two Phases:

- Phase 1 encompasses data collection for the sewer collection system including routine cleaning and inspection of all gravity sewer and manholes in the system. EP retained the services of National Water Main Cleaning Company for the gravity sewer main work and Duke's Root Control (formerly Midwest Water Group) for the manhole work.
- Phase 2 encompasses plan development for the sewer collection system, which will identify the needs to develop a long-term plan for future sewer system improvements.

### **Project Justification:**

The attached cost table outlines the estimated repair costs projected during CMOM investigations. The sewer division is requesting \$500,000 for FY-23 and will continue to seek funding in the amount of \$500,000 each subsequent fiscal year to continue the rehabilitation of our aging gravity sewer collection and conveyance system. As we move forward with this comprehensive rehabilitation plan of the Town's sewer collection system and pumping stations, we seek to mitigate environmental risk to the Town associated with sewer system overflows and comply with the EPA Clean Water Act Administrative Order Docket No. 13-006. This request will not address all the issues in the system; however, the most severe defects will be addressed first.

- Pipeline and manhole inspections were performed annually (between 2015-2019 and 2021-2022) in accordance with National Association of Sewer Service Companies (NASSCO) standards. These NASSCO standards were used in developing a priority list of pipelines and manholes to be rehabilitated and a list of identified pipeline deficiencies within the Town's sewer system. 2019-2020: Sewer CMOM Collection System Rehabilitation (~\$653,000) – Clean, CCTV, and CIPP lining of 5,200 ft of gravity sewer main. Miscellaneous manhole and pipeline repairs because of CMOM findings.
- 2021-2022: Sewer CMOM Collection System Rehabilitation (~\$435,000) – Clean, CCTV, and CIPP lining of 1,850 ft of gravity sewer main. Cementitious and epoxy lining of 200 vertical feet of sewer manholes. Miscellaneous manhole and pipeline repairs because of CMOM findings.

*The Sewer Division appreciates your support for this article.*

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST  
FY24 FALL ANNUAL TOWN MEETING**

<b>Department:</b> Sewer Division	<b>Priority #:</b>	2
<b>Project Title and Description:</b> Infrastructure Improvements	<b>Total Project Cost:</b>	\$200,000

**Department/Division Head:** Doug Pinard

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

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

**List any funding sources and amounts already granted:** \_\_\_\_\_

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	Operations & Maintenance
<i>Planning and Design</i>			<i>FY23</i>		
<i>Labor and Materials</i>	\$200,000		<i>FY24</i>		
<i>Administration</i>			<i>FY25</i>		
<i>Land Acquisition</i>			<i>FY26</i>		
<i>Equipment</i>			<i>FY27</i>		
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	200,000				

**Project Justification and Objective:** This appropriation of funds will give the Town of Plymouth Sewer Division the ability to pay invoices for contractor(s) for emergency services related to 24-hour, 7-days per week, on-call emergency services to repair and or replace sewer infrastructure in the Town of Plymouth.

**For Capital Project Requests:**

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

**For Capital Equipment Requests:**

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

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

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





# TOWN OF PLYMOUTH

Department of Public Works  
Sewer Division  
131 Camelot Drive  
Plymouth, Massachusetts 02360  
Office: (508) 830-4159

## FY-23 Capital Improvement Request Priority # 2

Emergency on-call contractor

### **OBJECTIVE:**

The Town of Plymouth (Town) has established an emergency on-call protocol to allow the Town to quickly contact contractors to respond during emergency situations. The objective of this article is to respectfully request a **\$200,000.00** fund to cover the invoice amounts for emergency wastewater responses for the town. The cost of an emergency call to do a typical wastewater repair could range between \$40,000 to \$75,000 per event, depending on the severity of the situation. This separate fund will be to pay the contractor on an emergency basis until such a time as the town can resume its normal sewer operations. The contractor(s) agrees to perform such emergency services for the town on a as needed basis and as designated by Plymouth DPW. If an emergency arises, as determined by the DPW's discretion, the DPW may contact contractor(s) to respond to the emergency events. This article will provide the funds to have the contractor(s) the means to safely mobilize, stabilize and repair any wastewater incident that may occur.

**TOWN OF PLYMOUTH CAPITAL IMPROVEMENT PLAN REQUEST FORM  
FY24 ANNUAL FALL TOWN MEETING REQUEST FORM**

<b>Department:</b> WATER DIVISION		<b>One</b>
<b>Project Title and Description:</b> WATER INFRASTRUCTURE IMPROVEMENTS	<b>Total Project Cost:</b>	<b>\$100,000.00</b>

**Department/Division Head:** Peter Gordon

**Cost estimate was developed:** Internally ☒ Externally ☐

Basis of Estimated Costs (attach additional information if available)			If project has impact on 5 Year Plan and future operating budgets, insert estimated amounts.		
Capital:	Cost	Comments	Fiscal Year:	Capital	O & M
<i>Planning and Design</i>			<i>FY23</i>		
<i>Labor and Materials</i>	\$100,000.00		<i>FY24</i>		
<i>Administration</i>			<i>FY25</i>		
<i>Land Acquisition</i>			<i>FY26</i>		
<i>Equipment</i>			<i>FY27</i>		
<i>Other</i>					
<i>Contingency</i>					
<b>Total Capital</b>	<b>\$100,000.00</b>				

**Possible sources and amounts of funding, if known:** \_\_\_\_\_

**Project Justification and Objective:** \_\_ This appropriation of funds will give the Town of Plymouth Water Division the ability to pay invoices for contractor/s for emergency services related to 24-hour, 7-days per week, on-call emergency services to repair and or replace, water infrastructure in the Town of Plymouth.

**For Capital Project Requests:**

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

**For Capital Equipment Requests:**

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

**Attach additional information, estimates, or justification.**



## ARTICLE 5:

### ARTICLE 5: Bylaw Amendment.

To see if the Town will vote to amend its General Bylaw, Chapter 137, "PROPERTY MAINTENANCE," as provided below with strikethrough language to be deleted and underlined language to be added:

#### Chapter 137

#### PROPERTY MAINTENANCE

#### Blight/Nuisances on Property

##### ~~§ 137-1. Premises where building has been torn down.~~

[HISTORY: Adopted by the Annual Town Meeting of the Town of Plymouth 4-16-1974 by Art. 58 as Art. 5, Sec. 5.13 of the 1974 Bylaws. Amendments noted where applicable.]

##### ~~§ 137-1. Premises where building has been torn down.~~

~~The Selectmen shall require the owner of the premises from which any building has been removed or torn down to have said premises put in good, presentable and safe condition and require said owner to erect a suitable barrier, all to be done to their satisfaction within 30 days after notice, in writing, to said owner.~~

##### § 137-1. Purpose and Intent

It is the purpose and intent of this section to minimize nuisances in the municipality. Nuisances, such as dilapidated buildings, structures including fences, graffiti, overgrowth, debris, trash, stagnant pools of water, property having defective weather protection and vacant or abandoned buildings, cause and contribute to blight within neighborhoods and commercial areas of the municipality and adversely affect the property values for adjacent and surrounding property. Such nuisances on property also impair the public health and safety. This bylaw is intended to further the objectives of and to act in concert with any existing state or local laws.

##### § 137-2. Definitions

The following words and phrases, when used in this bylaw, shall have the following meanings:

Enforcement Authority- the Director of Inspectional Services or his or her designee, Health Director or his or her designee, Fire Chief or his or her designee

Graffiti- the intentional painting, marking, scratching, coloring, tagging or other defacement of any property without the consent of the owner.

Nuisance- a failure to satisfy any one or more of the property standards set forth in §137-3.

Owner- any person who owns, manages, or controls any property and shall be sufficiently identified by the name and address appearing in the records of the municipal assessor.



Person- any individual, voluntary association of individuals, business, entity, organization whether incorporated or not.

Property- any land, building, structure of real property, including any fixtures attached thereto, or any personal property located within the Town of Plymouth.

### **§ 137-3. Property Standards**

All property, whether occupied or vacant, shall be maintained in good repair and a safe and sanitary condition as provided herein, so as to not cause or contribute to the creation of a hazardous or blighted area or to affect adversely the public health and safety or property value of adjacent or surrounding property. All property in the Town of Plymouth shall be maintained in the accordance with the following property standards:

- (a) **Overgrowth-** All property shall be maintained free of vegetation that is or may reasonably become infested with rodents, vermin, or other animals, conceal pools of stagnant water, or create a fire safety hazard as determined by the fire official. All property shall be kept free of overgrown, decayed, dead, or hazardous trees, shrubs, or any other vegetation that possess a hazard to the health and safety of any person in the vicinity of the property, including any persons traveling on any portion of any public way, or any surrounding property. This section does not apply to any vegetation growth associated with agricultural use.
- (b) **Structures-** All structures, including any buildings, fences, storage sheds, or any element thereof shall be maintained in a structurally sound condition and in good repair as determined by the enforcement authority, including proper weather protection and waterproofing, and shall be maintained in a condition so as to not cause or contribute to creation of a fire safety hazard as determined by the fire official. All property with siding and roof covering shall be maintained in a weather resistant and watertight condition as determined by the enforcement authority. Any building or structure sustaining damage due to a fire, natural disaster, or any other incident and determined by the enforcement authority to be a nuisance may cause the nuisance to be removed as provided in MGL c. 139 at the owner's expense or as provided in § 137-4.
- (c) **Accumulation of Trash, Rubbish or Debris-** All property shall be maintained in a clean and sanitary manner and free from the accumulation of litter, rubbish, trash, or other debris, except in closed receptacles intended for such use.
- (d) **Pools of Stagnant Water-** All property shall be maintained to prohibit the formation of stagnant pools of water, which may adversely affect the public health by attracting and harboring mosquitoes and other insects.
- (e) **Graffiti-** All private property shall be maintained free from graffiti as defined in § 137-2. This section shall not apply to municipal property, property owned and operated by a state or federal agency.
- (f) **Other:** Determinations made by an Enforcement Officer or his/her designated agents, that the building, structure, or parcel of land is in a condition which poses a serious nuisance or serious threat to safety, health, and or/wellbeing of the Town of Plymouth.

### **§ 137-4. Removal of Nuisance**

It shall be unlawful for the owner of any property in the Town of Plymouth to violate any one or number of the property standards contained in § 137-3 and any such property in violation shall be deemed to be a public nuisance. The enforcement authority shall declare the property a public nuisance and order the property owner to

remove the nuisance within ten (10) days after service of the notice of the violation. Such notice shall be served in accordance with G.L. c. 111, § 124. The notice shall contain the following information:

- (1) The street address and description of the property sufficient for identification of the property.
- (2) A statement that the property has been declared a public nuisance because of the presence of a nuisance on the property.
- (3) A concise description of the conditions on the property that has led to the determination that the property is a public nuisance.
- (4) A statement that the nuisance shall be removed from the property within ten days from service of the notice and that if the owner fails to remove the nuisance within the time frame specified that the owner will be in violation of this bylaw and subject to the penalties described therein.

#### **§ 137-5. Violations**

If the owner fails to remove such nuisance within the timeframe provided in § 137-4, the enforcement authority may enter the property and remove or cause to be removed the nuisance and the owner shall be liable for any expense incurred by the town for such removal. If the owner refuses or neglects to pay any costs incurred by the town, the municipality may take any action to recover the sum expended as allowed by law including but not limited to a municipal lien of the property.

This section may also be enforced by civil process, criminal process or by non-criminal disposition as provided in General Laws, chapter 40 § 21D. Each day on which a violation exists shall be deemed to be a separate offense and any person in violation of this section shall be subject to the following fines:

<u>First violation:</u>	<u>\$ 50.00</u>
<u>Second violation:</u>	<u>\$100.00</u>
<u>Third violation:</u>	<u>\$200.00</u>
<u>Fourth and each subsequent violation:</u>	<u>\$300.00</u>

In addition to the penalties set forth above, the enforcement authority may seek an injunction from a court of competent jurisdiction to restrain any violation of this section.

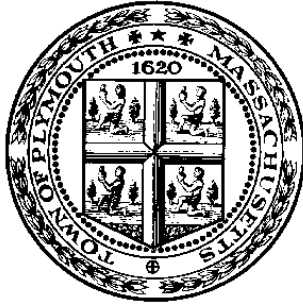
This section shall not apply to municipal property, property owned and operated by a state or federal agency, or take any other action relative thereto.

INSPECTIONAL SERVICES

#### **RECOMMENDATION: Approval (10-1-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 5. Approval of this article will authorize the Town to adopt property standards for overgrowth, structures, accumulation of trash, rubbish, or debris, pools of stagnant water, graffiti and other determinations which pose a serious nuisance or serious threat to safety, health and/or well-being of the Town of Plymouth, authorize the Town to issue violations for failure to comply with the standards within 10 days of issuance of a violation, and to authorize the Town to remove the nuisance at the owners expense, or take any other action, to recover the sum expended as allowed by law including but not limited to a municipal lien of the property.





Town of Plymouth  
**Department of Inspectional Services**  
26 Court Street  
Plymouth, Massachusetts 02360  
508-747-1620  
Fax 508-830-4028

## MEMORANDUM

**TO:** Brad Brothers, Assistant Town Manager

**FROM :** Nicholas Mayo, Building Commissioner

**DATE:** August 1, 2023

**RE:** Nuisance Bylaw- Article 5

The goal of this article is to reduce nuisances within the municipality. The nuisance bylaw will help support other jurisdictions such as the state building code, sanitary code, and fire code as well as assist with property blight and nuisance in a more effective and direct manner. Nuisances within neighborhoods and commercial areas of the municipality adversely affect the property values for adjacent and surrounding property and can impair the public health and safety of Plymouth residents.



## ARTICLE 6:

### **ARTICLE 6: Bylaw Amendment**

To see if the Town will vote to amend its General Bylaw, Chapter 166 by striking its entirety, as on file with the Town Clerk, or take any other action relative thereto.

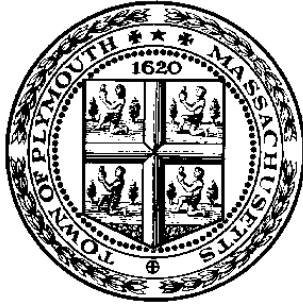
INSPECTIONAL SERVICES

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

The Advisory & Finance Committee recommends Town Meeting approve Article 6. Approval of this article will rescind the Town of Plymouth General By-law Chapter 166 Swimming Pools in its entirety. Town Counsel has determined that the 9<sup>th</sup> Edition of the Building Code supersedes the current bylaw, as it is written, and is more stringent with its requirements pertaining to swimming pools and spas thereby supporting the Article 6 Bylaw Amendment.







Town of Plymouth  
**Department of Inspectional Services**  
26 Court Street  
Plymouth, Massachusetts 02360  
508-747-1620  
Fax 508-830-4028

## MEMORANDUM

**TO:** Brad Brothers, Assistant Town Manager

**FROM:** Nicholas Mayo, Building Commissioner

**DATE:** August 8, 2023

**RE:** Swimming Pool Bylaw- Article 6

Please see the following language and attached back up for upcoming fall town meeting.

To see if the Town will vote to rescind the Town of Plymouth General By-law Chapter 166 Swimming Pools in its entirety or take any other action relative thereto.

This bylaw is under the jurisdiction of the current state building code as referenced in the backup material.

July 18, 2023

Nick Mayo  
Director of Inspectional Services  
Plymouth Town Hall  
26 Court Street  
Plymouth, MA 02360

Re: Plymouth Swimming Pool Bylaw Chapter 166

Dear Nick,

Upon review of the Plymouth Swimming Pool Bylaw (Chapter 166 of the Plymouth Bylaws) and comparison with the 9<sup>th</sup> Edition of the Building Code, the Building Code is more comprehensive and more stringent with its requirements pertaining to swimming pools and spas.

By way of example, the Town of Plymouth bylaw only addresses one definition whereas the building code contains numerous definitions regarding swimming pools and spas. There are many areas where specific requirements for spaces and limits on openings are delineated in the 9<sup>th</sup> Edition of the Building Code but not in the existing bylaw. Further, the barrier requirements in the building code are specifically detailed and numerous in amount. The building code also deals with suction requirements, entrapment protection and specific access to above ground pools via ladders and the bylaw does not.

The building code supersedes the current bylaw as it is written. If there is anything further that you need pertaining to this bylaw, please do not hesitate to reach out.

Regards,

Kathleen McKay

## ARTICLE 8:

### **ARTICLE 8: Master Plan Funding**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow \$430,000 to conduct an update of Plymouth's Comprehensive Master Plan, or take any other action thereto.

#### **PLANNING BOARD**

### **RECOMMENDATION: Approval \$430,000 Unanimous (14-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 8. Approval of this article will authorize the Planning Board to contract consultant services to establish a master plan that addresses issues unique to Plymouth and includes implementation strategies for Town goals that are both measurable and trackable.



# Memo

To: Advisory & Finance Committee  
Select Board

From: Planning Board

Date: July 6, 2023

Re: Plymouth Master Plan

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The Planning Board is pleased to present to Town Meeting this request to fund the next Plymouth Master Plan.

The Plymouth Master Plan is intended to serve as guidance for Town leaders in enacting and implementing policies that reflect the goals and priorities of the entire community, not just a select few serving on Town boards or committees. The current Plymouth Master Plan was adopted in 2006. While the sentiments and aspirations of that document are still relevant, its conclusions are based on outdated information, and it is missing critical mandatory sections. Recognizing the need address these areas, the Planning Board, in conjunction with the Master Plan Task Group, has developed a scope of services for the next Plymouth Master Plan, tentatively titled “Charting Plymouth’s Future Together” (see attached).

The Master Plan Task Group interviewed numerous stakeholders, reviewed previous planning efforts, and studied a number of master plans from other communities. Based on this work, and the invaluable professional guidance from Town staff and the Old Colony Planning Council, the Master Plan Task Group drafted the scope of services for the next Plymouth Master Plan. It is important to note that unlike previous master plans, this scope of services requires a Plymouth Master Plan that addresses issues unique to our Town and includes implementation strategies for Town goals that are both measurable and trackable.

The estimated cost of this effort is \$500,000. Thanks to Senator Susan Moran and our state delegation, the Commonwealth has already committed \$70,000 to Plymouth. Therefore, the Planning Board is respectfully asking for \$430,000 from Town Meeting to complete the Master Plan. Once Town funding is in place, we will continue to explore additional grant opportunities to further reduce the cost to the Town.

The process to complete the next Plymouth Master Plan will take between 1 ½ and 2 years. The update will have 10-year horizon, so as to be actionable without being overly speculative.

In closing, the Planning Board looks forward to working with the entire community to establish a master plan with a vision for Plymouth’s future.

Thank you.

**CHARTING OUR FUTURE TOGETHER**  
**Town of Plymouth's Comprehensive Master Plan 2025-2035**  
**June 22, 2023**

## **OVERVIEW**

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The Town of Plymouth (Town) seeks a qualified consultant or team of consultants (Consultant) to provide professional services supporting the development of a town-wide, long-range, comprehensive plan (Master Plan). Charting Our Future Together is the name established for this planning initiative, emphasizing a collaborative effort to collectively move the community further toward a sustainable, healthy, inclusive, and prosperous future.

## **INTRODUCTION TO PLYMOUTH**

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Plymouth, known as “America’s Hometown,” holds a place of great prominence in American history and culture. The community is the oldest continuously occupied English-speaking settlement in the United States and has a rich Wampanoag tribal history. Conveniently located about 40 miles southeast of Boston, Plymouth is the largest municipality in Massachusetts by land area (about 100 square miles) and the second largest town by population (about 61,000 in 2020). The Town includes four Environmental Justice Block Groups.

The Town’s natural beauty is one of its most appealing features, drawing visitors from near and far to explore its beaches, parks, and other scenic areas. This coastal community has many distinct geographical features, including one of only three Coastal Pine Barrens left in the world, ecologically significant barrier beaches, and over 365 ponds. As such, the Town is particularly concerned with extreme climate-related hazards, including coastal erosion and flooding.

Once known primarily as a place of historical and archeological significance, Plymouth has become a year-round destination for shopping, dining, and entertainment. Plymouth Harbor, along with other waterfronts, remains an important economic hub for boating, fishing, and tourism as well as an important natural resource supporting a diversity of plant and animal life. The Town has evolved into an all-ages and all-interests destination for local, national, and international visitors alike.

Plymouth has a strong Town Manager-Select Board form of government. The legislative branch consists of Representative Town Meeting and the executive branch is composed of the Select Board and Planning Board. Additionally, the Town relies on a variety of citizen-led boards and committees that help provide community input and guidance. Even with traditionally low voter turnout, the town system is characterized by a high level of citizen participation, with regular town meetings and public hearings providing opportunities for residents to have a voice in local government. In addition, the community has a strong civil society with active community organizations, volunteer groups, and non-profit organizations working to address a variety of local issues and promote social, cultural, and economic well-being.

Plymouth continues to be one of the fastest growing communities in the Commonwealth. Historically, agriculture was a significant source of employment for Plymouth, especially the cranberry industry. The 1960s and 70s saw the beginning growth of industrial and commercial bases, which remain stable today. The Pilgrim Nuclear Power Station (currently being decommissioned), Plymouth's Industrial Park, and Camelot Industrial Park all developed during this time. However, as cranberry prices have dropped that industry has declined, and many acres of formerly farmed land are being developed.

Plymouth still has significant amounts of open space, drawing in residents and developers. Population projections show continued residential growth in the coming decades. Increasing housing values (faster than inflation) and new housing construction at higher price points are displacing modest income households and accommodating wealthier households. Plymouth is also seeing significant increases in its older population (age 55+), even outpacing the trend seen state and nationwide. Plymouth remains predominantly White (about 93%) but, like the surrounding region, is experiencing a modest increase in its Latino population.

## **PLYMOUTH PLANNING**

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Throughout the years, Plymouth has undertaken many planning efforts including topic focus plans at different levels (Appendix 1). Since adopting its first Community Master Plan in 1980, the Town has focused most of its planning efforts at Village Center level, which are unique areas of development, but share common features. The Village Center areas of Plymouth today include North Plymouth, Plymouth Center, West Plymouth, Manomet, and Cedarville. Plymouth now needs to account for other emerging areas of residential growth such as Pinehills and Redbrook, plus expansion of residential development in the historically rural areas of Federal Furnace, Bourne Road, and Ellisville. Additionally, it needs to factor in multifamily growth which, in recent years, has been spurred by state mandates.

The Town's most recent master plan, Growing Smarter in Plymouth's Fifth Century, was approved in 2006 to cover the period through 2024. Therein, the Town sought to elaborate on the same two-fold goal originally set by the 1980 Master Plan:

- To achieve a balance of natural resource preservation, residential growth, economic development, and financial stability through the judicious use of land use controls that respect development rights, and
- To ensure that future growth is responsive to a carefully considered assessment of the Town's functional areas, including village centers, growth areas, rural areas, and environmentally sensitive areas



## **CURRENT MASTER PLAN PROJECT GOALS AND OBJECTIVES**

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The overall goal of this master planning process remains to balance the social, economic, and environmental needs and wants of the community of Plymouth while considering emerging concerns and changing conditions.

The Master Plan must be completed in accordance with the requirements of M.G.L. Chapter 41 Section 81D; however, the Town emphasizes that it is seeking to create a final plan which is accessible, informative, concise, and implementable, with a clear 10-year vision forward for this community.

- Consultants are discouraged from submitting boilerplate proposals for master plans that do not meet the expectations set out herein.

It is expected that the Master Plan will build upon existing relevant plans, many of which are listed in Appendix 1. The Master Plan should highlight consistencies and inconsistencies between these other plans and the final Master Plan and make recommendations on resolving any inconsistencies.

- Consultants should produce extensive chapters only when necessary. The Town favors concise chapters for topics that other planning documents already cover in-depth. For topics needing more planning, the Master Plan will serve as the overarching vision that will guide identified future planning needs.

The Master Plan must be implementable, and the Town expects a strong section addressing how the plan should be used, by whom, when, etc. To be implementable, recommendations must be SMART (Specific, Measurable, Achievable, Relevant, and Time-Bound).

- Where appropriate, Consultants should make use of visuals in the Master Plan to communicate complex messages and strategies effectively and efficiently.

### **Public Participation and Community Engagement**

This master planning process is expected to improve Town communication with residents and is seen by the Town and its Master Plan Committee as an important opportunity to engage the community in meaningful conversations about the future direction of Plymouth. ‘Community’ encompasses residents, employers and employees, schools and other institutions, community groups and non-profit organizations, regional entities, appointed and elected public officials, town staff, and others. True engagement of the community through open, transparent, inclusive processes as well as strong facilitation that leads to the articulation of a shared vision for the community are expected. The Town hopes such a process will lead to continued civic participation in implementation, break down any silos in the community, and further build community trust. To that end:

- Consultants should make use of various good practices resources to develop their engagement plan for this project; for example, the Metropolitan Area Planning Council's (MAPC) community engagement resources<sup>1</sup> and the Commonwealth's MVP Toolkits<sup>2</sup>.
- Consultants should consider how best to ensure equitable participation so everyone may participate in the process regardless of access to transportation, income level, disability, racial inequity, health status, or age. Often missing at the table in Plymouth are parents of school-aged children and those aged 18 to 35, for example. The Town expects proposals to include engagement strategies that meet people where they are, not expecting them to only come to consultants.
- Consultants should propose the best ways to encourage participation, which could include incentives for community liaisons, providing transportation to meetings, translating materials, etc. The Town is especially interested in proposals that include partnerships, subcontracts, and/or other arrangements with local active community organizations, volunteer groups, and non-profit organizations to meaningfully engage a diversity of residents in the master planning process. A non-exhaustive list of groups and organizations in town is provided in Appendix 2.

Consultants should not limit themselves to surveys and public presentations. Collaborative, participatory methods are encouraged when appropriate, especially when used to dive deeper into some of the key areas of interest noted further below.

- The Town is especially interested in build-out analyses combined with scenario-planning as a method to explore and evaluate different possible future scenarios for land use in the community, and consequent potential social, economic, and environmental impacts.
- Technology is also encouraged when appropriate – software and tools such as Bang the Table, Maptionnaire, text surveys, and other technological options should be considered. Social media and web-based outreach will be important, but Consultants should not rely on online tools only.
- Consultants should be clear in their proposals how findings from community engagement initiatives will be reviewed, prioritized, and incorporated into the Master Plan.

While each Plymouth resident holds a unique vision for their own future, there are common desires and concerns for the community that have been repeatedly expressed through various public meetings and planning initiatives. In addition to the required master plan topics, additional themes identified by the community shall be incorporated within the Master Plan:

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<sup>1</sup> <https://www.mapc.org/our-work/services-for-cities-towns/community-engagement/#resources>, accessed April 20, 2023

<sup>2</sup> <https://resilientma.mass.gov/mvp/>, accessed April 15, 2023

- *Land use decisions.* For every square foot of land in Plymouth, there are at least a handful of competing needs and interests. What is the right balance for Plymouth when it comes to land conservation, residential development, and commercial/industrial development? Significant land use decisions will be made over the next decade, including possible reuse of decommissioned nuclear power plant land, the future of the cranberry industry and associated land holdings, and the strategy for Plymouth industrial lands. What can Plymouth do to maintain and increase control over land use decisions and/or guide development in line with the Master Plan vision?
- *Environmental protection and climate resilience.* The community is concerned about the impact of climate change such as coastal erosion and flooding as well as broader environmental protection issues such as deteriorating water quality in the community's iconic ponds, maintaining a sustainable supply of drinking water and protecting the Sole Source Aquifer, the impacts of earth removal, and more. Consultants are encouraged to address these issues in a standalone chapter, but environmental protection and climate resilience should be fundamentally incorporated throughout the Master Plan.
- *Community character.* Plymouth's diverse natural and built landscapes include historic sites and neighborhoods, village settlements, waterfront harbors, rural landscapes, forests, pine barrens, coastline, ponds, streams, wetlands, and cranberry bogs. These landscapes define Plymouth's character – how can they best be preserved?
- *Inclusivity.* With changing demographics and housing development skewed toward wealthier incomes, how can Plymouth continue to be an inclusive community serving the needs of all of Plymouth's diverse residents?
- *Property taxes.* What impact will the actions recommended in the Master Plan have on property taxes that are already of concern to residents? How can costs be balanced with the vision, needs, and wants of the community?

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## EXISTING REPORTS AND STUDIES ALREADY UNDERWAY

Since adoption of its master plan, Growing Smarter in Plymouth's Fifth Century, in 2006, the Town has continued to conduct planning efforts across a range of topics, such as addressing municipal climate-related vulnerabilities, housing, open space, redevelopment, water resources, and more. Some of these plans are current and should be incorporated into the Master Plan, but others may be outdated – needing to be addressed in more depth through the master planning process.

Plymouth is currently updating their Housing Production Plan and planning for compliance with the Multi-Family Zoning Requirement for MBTA Communities. The Town would like to dive more

in-depth and holistically into housing through the master planning process, particularly with respect to land use decision-making.

The Town is also striving to address age and dementia concerns. AARP Age-friendly Communities designation has been achieved and an Action Plan is currently being developed. It is expected that the Master Plan will include these themes throughout as well, aligning and complementing the parallel work being done.

The Town has several Village Center plans, as described in sections above. The master planning process should consider these as representative of the goals of those regions of Town, but at the same time consider whether village-based planning continues to be an effective approach for the community as a whole.

The most recent significant update to the zoning bylaws was completed in 2019, after several years of planning, community input, and review. This update was aimed at addressing some of the needs and issues in the community, including affordable housing, economic development, and environmental sustainability. Similarly, the most recent update to the subdivision control bylaw was completed in 2017, aimed at modernizing the subdivision process, improving the consistency and clarity of the bylaw, and aligning it with current state regulations. The master planning process should review these updates and identify any actions necessary to further refine or expand these bylaws considering master plan process findings.

## **SCOPE OF WORK**

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The Town anticipates the master planning process to take up to two years from hiring of consultants to adoption of final Master Plan. Work is expected to begin early in 2024. The Consultant will submit a project schedule suitable to producing the expected deliverables.

The Consultant will work under the guidance and day-to-day supervision of the Town's Director of Planning and Development and will maintain regular communications with the Director. The Department of Planning and Development will support coordination of meetings as needed, including posting public meetings and attending as needed. Municipal staff will be closely involved, but the Consultant will be expected to devote the time needed to conduct research, write documents, produce materials, conduct outreach, and participate in meetings as needed with town staff, boards, committees, and the public. Due to staffing constraints, municipal staff will not be able to devote significant time to supporting, for example, public participation beyond scheduling support; the Consultant should plan accordingly to ensure sufficient capacity to undertake all aspects of this extensive project. Consultants should consider in their proposals how best to incentivize and use volunteers from the community to support outreach efforts.

The Town has formed a Master Plan Committee that will continue to meet monthly throughout the duration of the master planning process. The Consultant is expected to attend these meetings to provide progress updates and receive additional guidance as the project develops.

The Director of Planning and Development will organize these public meetings, which will be held either in-person, virtually, and/or in hybrid format.

The master planning process has been conceptually structured into two integral processes with three stages, as follows:

	<i>Process A Technical Work</i>	<i>Process B Public Participation</i>
<i>Stage 1: Where We're At</i>	1A: Review of existing conditions	1B: Development of public participation plan
<i>Stage 2: Where We Want to Be</i>	2A: Development of plan elements	2B: Development of community vision statement and goals; extensive public participation process
<i>Stage 3: Charting Our Future</i>	3A: Development of implementation plan	3B: Continued public participation process; plan adoption

### **1A: Review of Existing Conditions**

The Town envisions that the project will kick-off with research to establish existing conditions and analyses of demographic and other community trends through review of existing planning studies, interviews with municipal staff, and meetings with the Master Plan Committee. This will enable the Consultant to familiarize themselves with the community, identify common themes and contradictions, and begin to consider options for the ultimate Master Plan document structure.

### **1B: Development of Public Participation Plan**

Alongside 1A, the Consultant is expected to develop an engaging web presence for the project that will evolve as the master plan process progresses. The Consultant should recommend in their proposals whether a website is best done through the Town's official website or via a separate website. In either case, content will be developed and maintained by the Consultant throughout the duration of the project.

In addition, in close consultation with Town staff and the Master Plan Committee, the Consultant will develop a Public Participation Plan for implementation during the master planning process. As part of this work, outreach materials, such as flyers and brochures, are expected to be developed with consistent branding. The Consultant is expected to develop the brand for Charting Our Future Together.

## **2A: Development of Plan Elements**

Consultants are encouraged to propose a Master Plan structure they believe makes most sense for Plymouth. This may be the traditional, theme-based chapter format or an alternative better suited to Plymouth's needs. Although it may be tempting to have many chapters specific to topics in silo (e.g., Diversity, Equity, and Inclusion), Consultants are encouraged to include overarching topics across the whole master plan. A holistic, concise, usable plan is the aim.

At minimum, the Master Plan must meet requirements in M.G.L. Ch. 41, §81D and align with the guidance included in this RFP. The Master Plan Committee is expecting Environmental Protection and Resilience to have its own section in the plan as well as be integrated throughout the whole plan. Other topics, which may be identified through the public participation process, may necessitate their own sections as well.

The final plan must include a summary that is able to stand alone as a high-level, easy-to-read, visually engaging Executive Summary.

## **2B: Development of Community Vision Statement and Goals, and Extensive Public Participation Process**

While developing plan elements, the Consultant should be implementing the Public Participation Plan to develop a common vision and community goals for Plymouth. The vision should reflect the desired future state of Plymouth in broad and aspirational terms. The goals should identify outcomes sought by community members and stakeholders and serve as guidance for community planning and development efforts. The vision and goals statement should be available as a standalone document in addition to being incorporated into the Master Plan.

## **3A: Development of Implementation Plan**

Once the Vision and Goals Statement and Plan Elements have been drafted, the Consultant will produce an Implementation Plan that should be able to be 'pulled out' from the Master Plan and used as a quick reference for action. It should include the following:

- List all SMART (Specific, Measurable, Achievable, Relevant, and Time-Bound) actions necessary to achieve Master Plan goals and objectives.
- Specifically identify critical sites and topics needing future detailed study or planning and note what those studies or plans should aim to achieve, prioritized in a logical, easy-to-understand way, and include a schedule with target dates for implementation.
- Identify town officials and departments, or others, responsible for implementation of actions.

- Identify resource needs and opportunities for the implementation of actions, linking to the Town's long-range capital plans and operating budgets when appropriate.

For high priority actions, the Consultant shall provide examples of documents, ordinances, etc. as well as identify resources such as toolkits that may support implementation.

### **3B: Continued Public Participation and Plan Adoption**

The public participation process shall include activities and public engagement through adoption of the final Master Plan by the Planning Board and acceptance by the Select Board and Town Meeting.

#### **Deliverables**

1. Website
2. Public Participation Plan
3. Vision and Goals Statement
4. Executive Summary
5. Master Plan
6. Implementation Plan

All documents shall be provided electronically to the Town in editable format as well as searchable PDF formats. This includes all Deliverables as well as materials used for public participation, including slides, posters, maps, etc. Geographic data underlying all maps shall also be provided in an electronic format compatible with the Town's software. Any example bylaws, regulations, and/or policies as may be recommended in the Master Plan should also be provided. Twenty-five bound copies of the final adopted Master Plan shall be provided at the end of the project.

## ARTICLE 9A:

### **ARTICLE 9A: CPC Housing- Habitat for Humanity**

To see if the Town will vote to appropriate from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds the sum of \$100,000.00 as a grant to the Habitat for Humanity of Greater Plymouth for the purposes of constructing a single family home pursuant to G.L. c. 44B, §12 and G.L. c. 184, §§ 31-33 with deed restricted affordable housing on the property located at 47 Indian Avenue, Plymouth, Massachusetts, Lot 233, Plot 000, Assessors Map 048-054-233-000 and further to authorize the Select Board to enter into a grant agreement with the Habitat for Humanity of Greater Plymouth for such purposes, and to accept the affordable housing restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

### **RECOMMENDATION: Approval \$100,000 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9A. Approval of this article will authorize a grant to Habitat for Humanity of Greater Plymouth for the purpose of constructing a single-family home at 47 Indian Avenue, with an affordable housing deed restriction.







## TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

# MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee  
From: The Community Preservation Committee  
Date: Friday August 4, 2023  
Re: ANNUAL FTM 2023: CPA Article 9A Habitat for Humanity Affordable Housing

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**ARTICLE 9A:** To see if the Town will vote to appropriate from FY2024 Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, the sum of \$100,000, to grant to Habitat for Humanity for of Greater Plymouth for the purposes of constructing a signal family home with a deed restricted affordable housing on the property located at 47 Indian Ave Plymouth Massachusetts, lot 233, Plot 000, assessors map 048-054-233-000 and further to authorize the Select Board to accept an affordable housing restriction pursuant to G.L. c. 44B, Section 12 and G.L. c. 184, Sections 31-33 at 47 Indian Ave, Plymouth Massachusetts or take any other action relative thereto.

### **COMMUNITY PRESERVATION COMMITTEE**

#### CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously Article 9A at its meeting held Thursday August 3, 2023

#### SUMMARY & INTENT:

The Community Preservation Committee recommended article 9A for Fall Town Meeting 2023 for the construction of 1 units of affordable housing located at 47 Indian Ave, which has been turned over to Habitat for Humanity. Habitat for Humanity is partnering with other funding sources to create the deed restricted signal family affordable home.



FISCAL YEAR 2022-2023 APPLICATION

Project Name: Affordable Housing Construction - 47 Indian Ave., Plymouth

CPA Funding requested: \$ \$100,000 If the amount is unknown, will an appraisal be needed?

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

Total project cost: \$ \$289,630

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

Lot and Plot: Lot 233, Plot 0000

Assessors Map #: 048-054-233-0000

Number of acres in parcel: 0.12 acre

Number of proposed housing units: 1

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

Describe restrictions below:

Currently, there is no deed restriction on the property, however when we sell the mortgage to the selected homeowner, there will be a deed rider that restricts the property to be affordable in perpetuity.

Project Sponsor/Organization: Habitat for Humanity of Greater Plymouth, Inc.

Contact Name: Amy Belmore

Address: P.O. Box 346, Carver, MA 02330

Phone #: 617-908-4653 (cell preferred) E-mail: amy@hfhplymouth.org

Amy Belmore  
Applicant Signature

6/27/23  
Date submitted

APPLICATION REQUIREMENTS:

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

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





**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: Affordable Housing Construction - 47 Indian Ave.

Applicant Name: Habitat for Humanity of Greater Plymouth, Inc.

Address: P.O. Box 346, Carver, MA 02330

Phone #: 617-908-4653 (cell preferred) E-mail: amy@hfhplymouth.org

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.

Amy Belmore, Executive Director, Habitat for Humanity Gtr. Plymouth  
Print Name

Amy Belmore  
Signature

6/27/23  
Date



## **Plymouth Community Preservation Committee**

26 Court Street  
Plymouth, MA 02360

### **Request for Funding Proposal**

Habitat for Humanity of Greater Plymouth, Inc.  
*Affordable Home Construction at 47 Indian Avenue, Plymouth*

**Date: June 26, 2023**

### **1. Narrative**

#### **A. Description of Project**

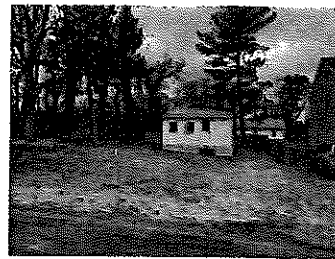
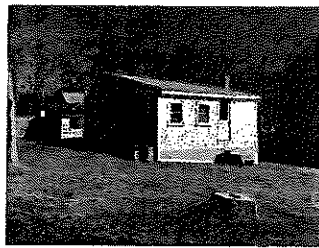
Habitat for Humanity of Greater Plymouth, Inc., (Habitat or HFHGP) respectfully requests consideration of \$100,000 in funding for our current project at 47 Indian Avenue, Plymouth. When completed, the project will provide a three-bedroom, single-family affordable home that will be counted on the Commonwealth of Massachusetts Executive Office of Housing and Livable Communities' (EOHLC), (formerly Department of Housing and Community Development), Subsidized Housing Inventory (SHI) for the Town of Plymouth.

As with other Plymouth projects, such as our most recent three home project on Long Pond Road, this project will be a collaborative initiative between Habitat and the Town of Plymouth's Office of Community Development (Community Development or OCD). OCD provided essential funding through a Community Development Block Grant to enable Habitat to purchase the property and the sale was recorded with the Registry of Deeds on May 16, 2023. Additional funding is being assembled via anticipated grants, Affordable Housing Trust funds, private donations, and discounted trades and materials from local contractors and businesses.

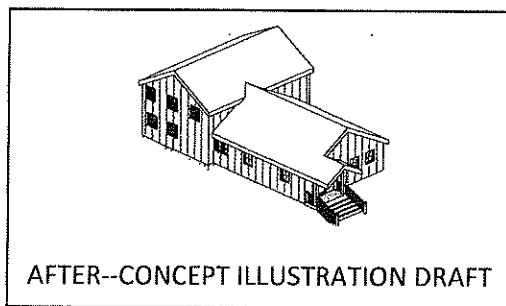
This will be an interesting project for Habitat in that we will be rehabbing an existing 20' x 28' cottage, originally constructed in the 1950s, in a long-established neighborhood of 50' x 100' lots and adding an addition to provide more living space. Plans call for first lifting the cottage, installing frost walls under to upgrade a non-existent foundation, and pouring a new a foundation for the addition. After the foundation is in place, we will undertake rehab/renovation of the front structure along with construction of the two-story addition.

The existing small cottage is unfinished, with the interior partially framed out and containing some rough electrical and plumbing. HFHGP's plan is to make use of the existing one-level structure, and expand it by adding a two-floor addition off the back to create a 3-bedroom home for a low-income family in need (total appx 1,400 sq ft). A blighted shed currently located at the rear of the property will be demolished to provide space for the addition. Fortunately, there is a recently upgraded 3-bedroom septic system and town water. With assistance from our team of

pro-bono professionals including an architect, structural engineer, civil engineer, site surveyor, and construction supervisor, we developed the floor plan and are in the process of applying for building permits. We are grandfathered for setbacks under the 1950 original construction, which provides sufficient area for the addition which will be sized 18' x 26'. The addition will provide an additional 2 bedrooms and a bathroom. We are starting with shed demolition in June, followed by foundation work in July. Once the foundation work is complete we will begin a regular schedule of Habitat volunteer construction crews during the remainder of the summer and fall months into the winter months. Interior finish is planned in January 2024. The goal is to complete construction to transfer the home to the selected partner homeowner by roughly the end of February 2024.



BEFORE-- 47 INDIAN AVENUE, PLYMOUTH, SPRING 2023



The project has received strong encouragement and financial support from the Town Planning Department and Office of Community Development, as well as the Select Board and Town Manager from inception through timely endorsement our EOHLC application. Once completed, the new home will be enhanced and will add to this one-hundred-year-old neighborhood that is transitioning from early cottages to year-round residences.

The selected Habitat low-income partner family will benefit by becoming first-time homeowners at an affordable price. For example, current Boston Area Median Income (AMI) for a family of 4 is \$84,100; and the selling price at Habitat's 60% of AMI will be \$204,000 with a zero-interest Habitat mortgage for thirty years. This translates into a housing cost of slightly over \$1,000 per month for principal, property taxes, and insurance.

This amount compares favorably to Plymouth-area rentals that are well in excess of \$3,000 per month for a three-bedroom apartment, leaving more room in the family budget for other essentials. Notably, a newly-released study shows that the housing wage in MA has increased by nearly \$4 per hour just in the last year. A typical renter in MA now needs to earn \$41.61 per hour to afford housing without being cost-burdened.

Habitat appreciates the productive working relationship with the Plymouth Community Preservation Committee in the support of this project and other affordable home construction projects in the past.

## **B. Project & CPA Goal Alignment**

This Habitat project is in alignment with CPC's stated community housing goals, as follows:

*Goal 1: The Act requires the Committee to recommend, wherever possible, the adaptive reuse of existing buildings or construction of new building on previously developed sites.*

We will reuse and refurbish the existing 1950's cottage structure and will expand it with new construction of an addition to enhance the property and that of the established surrounding neighborhood. The end product will be a modest, energy-efficient, three-bedroom, single-family affordable home.

*Goal 2: Meet local housing needs for eligible low and moderate-income individuals and families.*

Habitat's target population is low-income workforce families in the community who are earning no more than 60% AMI and are qualified to be first-time homebuyers. While we do look for solid employment history, Habitat homeowners are typically those who are not eligible for traditional bank financing and we provide a unique opportunity to become an affordable homeowner. After construction completion, the home will be sold to the homeowner at zero-equivalent interest, and the property will carry a **deed restriction to ensure it remains affordable in perpetuity.**

For reference, the current Boston Area Median Income (AMI) for a family of 4 is \$84,100; and the selling price at Habitat's 60% of AMI will be \$204,000 with a zero-interest Habitat mortgage for thirty years. This translates into a housing cost of slightly over \$1,000 per month for principal, property taxes, and insurance. This amount compares favorably to Plymouth-area rentals that are well in excess of \$3,000 per month for a three-bedroom apartment, leaving more room in the family budget for other essentials. Notably, a newly-released study shows that the housing wage in MA has increased by nearly \$4 per hour just in the last year. A typical renter in MA now needs to earn \$41.61 per hour to afford housing without being cost-burdened.

*Goal 3: Ensure the new community housing meets or exceeds surrounding community standards with regard to density, architectural character, landscaping, pedestrian and other amenities, while conserving, as much as possible, the natural landscape.*

Our plans call for a home design that is in keeping with the character of this 100-year-old subdivision, consisting of small lots that have been undergoing transformation from original summer cottages to modernized year-round homes. We include finish landscaping (modest in nature) in all Habitat builds, which will be in line with the neighborhood standard.

*Goal 4: Work toward meeting the 10% State standard for community housing.*

We will contribute to the Town's efforts to provide affordable housing that counts on the Commonwealth of Massachusetts' Subsidized Housing Inventory (SHI), toward meeting the 10% goal. We have already submitted our Local Action Unit Application, under the Local Initiative Program, to EOHLC (formerly DHCD), as required for this step (see Appendix).

*Goal 5: Leverage other public and private resources to the greatest extent possible.*

The acquisition stage of the project was made possible by Community Development Block Grant funds provided by the Town. We will finance this construction phase utilizing a mix of funding resources in combination with CPA funds, including Plymouth Affordable Housing Trust funds, private foundation and corporate grants, individual and business donations, and in-kind solicited discounts and pro-bono services.

Habitat's operational goal is to develop the project in as short a timetable as possible and to deliver the finished home within the construction committee's financial budget. By developing this project, we will engage the community in addressing the growing critical deficit of affordable homes in the area. Our model of using volunteer labor enables us to deliver an affordable home at 50-60% of the cost compared to a traditional for-profit developer.

The broader goal of HFHGP is to provide decent, affordable homes to deserving families who are eligible first-time homebuyers in the workforce. It has been demonstrated that having a decent home is an investment in the community and the family, especially the children. Housing stability has a direct correlation to improved childhood development, academic success, and progression to higher education or vocational training, as well as improved health. By leading an all-volunteer project to build this affordable home we will not only have a positive impact on the family, but also on the volunteers who offer their time, effort, experience, and spirit to help others. The community will benefit by this investment, as well.

### **C. Key Staff & Development Team**

Executive Director—Amy Belmore, Habitat for Humanity of Greater Plymouth

Project Director — James Middleton, Habitat for Humanity Greater Plymouth

Pro Bono Attorney—Allan Costa, Esq., Triffletti & Costa, PC

Architect (Volunteer)—Tracy Marquis, AIA, LEED AP, Marquis Architecture

Civil Engineer (Volunteer)—David Drain, Registered Engineer

Structural Engineer (Volunteer)--Aboud Alzaim, PE, AJA Engineering LLC

Construction Supervisor (Volunteer)—Douglas Ballum, Licensed Construction Supervisor\*



Oversight—Treasurer, Finance Committee, Board of Directors, Habitat for Humanity of Greater Plymouth. (Please see Appendix for List of Board of Directors.)

*\* Doug Ballum, Construction Supervisor - Additional Professional Background*

Doug is a licensed contractor who currently works for Environmental Partners, Inc., Quincy, as a Resident Project Engineer supervising public projects in the Southeast Massachusetts region. Prior to Environmental Partners, as a partner or sole-proprietor in home-building firms he built over 200 homes in the area over the span of twenty years. Doug was also the manager of the Mid-Cape Home Centers former location in Kingston for twelve years, while overseeing 5 additional stores in the region for the company.

Doug started as a lead volunteer with Habitat for Humanity's project, building a three-bedroom, LEED Certified home on Braley Road, Plymouth in 2008. Since that time Doug has been the volunteer leader, construction supervisor, and dedicated volunteer skilled worker on seven additional new construction homes and five major home repair/rehabilitation projects. As HFHGP's most dedicated, longest-active volunteer supervisor, he has donated over 700 Saturdays' of work—over 6,550 hours, along with countless weekday hours reviewing plans, cost estimates, quotes, meeting subcontractors, applying for permits, arranging inspections, soliciting donations, coordinating trades, ordering materials, scheduling deliveries, and approving invoices.

Doug learned construction first-hand from his father, a licensed contractor. He followed with a Degree in Business Administration from Massasoit Community College. The remainder of his credentials have been through certification and training programs with employers, governmental agencies, or his own companies.

## **2. Special Permits & Legal Ramifications**

No special permit is required for this lot. Habitat has been informed by Town of Plymouth Zoning that they accept original setbacks from 1950 construction of the cottage, namely, Front 20', Sides and Rear 10'.

We will submit to Zoning and Inspectional Services for a building permit as soon as permit-ready architectural drawings are complete, anticipated in early July.

Habitat has received a Zoning Permit for demolition of the existing shed (see copy in Appendix); demolition is due to be completed by the end of June. Others to be submitted as they become available:

- Zoning Permit – Rehab/Renovation and Addition
- Permit Set, Architectural Plans
- Building Permit

To note, related to the acquisition stage of this project, HFHGP entered into a Subrecipient Agreement with the Town of Plymouth Office of Community Development in exchange for acquisition funds which assures that HFHGP will create at least one (1) unit of housing eligible for inclusion on the MA Subsidized Housing Inventory and subject to a permanent deed restriction. The obligations under the Subrecipient Agreement are secured by a mortgage from HFHGP to the Town of Plymouth through its Office of Community Development for the value of the grant award. This mortgage will be discharged by the Town upon HFHGP's conveyance of the property to the SHI buyer, thereby satisfying its obligations.

### **3. Project Budget**

Please see Appendix for Project Proforma Budget and Operating Budget, including a breakdown of expenses and anticipated revenue for the construction phase of this project (acquisition phase excluded). This completed project will return this property to the Town's tax rolls (assessed at affordable rate) and the homeowner will be responsible for all home maintenance.

### **4. Project Timeline**

<b><u>Estimated Dates</u></b>	<b><u>Activity</u></b>
June 2023	Demolition of Shed & Site Prep
July 2023	Complete structural engineering/architectural plans; Apply for permit
August-September, 2023	Lift existing cottage, excavate for frost walls/foundation
	Complete frost walls and foundation for addition
	Reposition cottage on new frost walls
	Start construction of addition & rehab of cottage structure
	Complete exterior framing of rehab and addition
	Tight to weather—roof complete, doors/windows installed
October-November, 2023	Siding started; Interior framing complete
	Rough plumbing, heating, and electric
	Insulation, wallboard
December, 2023	Kitchen cabinets, bathroom vanities installed
	Finish plumbing/heating/electric
	Hardwood flooring
	Interior doors/trim
January, 2024	Interior painting
	Punch list and Inspections
February, 2024	Certificate of Occupancy

## 5. Organization Background: Mission, History and Proven Record

Please see Appendix for Organization Information & Historical Chart of Projects.

### Appendices

- Pro Forma Budget
- Project v Operating Budget
- Mortgage Inspection Plan, Site Plan and Draft Architectural Floor Plan
- Recorded Deed & Affidavit for Title Insurance (including Assessors' Map #)
- EOHLC (DHCD) Local Initiative Program for Local Action Unit Application – municipal section signed by Select Board Chair
- Zoning Permit – Shed Demolition
  - other permits will be submitted as they become available:  
Zoning Permit—Rehab/Renovation and Addition;  
Permit Set, Architectural Plans;  
Building Permit
- Organization Information and History of Projects
- List of Board of Directors
- IRS 501(c)(3) Determination Letter; Tax Identification #04-334-8433

# HABITAT FOR HUMANITY OF GREATER PLYMOUTH

Project: Affordable Housing Construction - 47 Indian Avenue, Plymouth, MA

Estimated (as of 6/20/23), subject to change

## SUMMARY:

Revenue:	Number	Amount Each	Total Amount
Grants & Funding:			
Plymouth CPA Funds (request)	1	\$ 100,000	\$ 100,000
Plymouth Affordable Housing Trust	1	\$ 85,000	\$ 85,000
Private Grants - Corps/Foundations	1	\$ 107,000	\$ 107,000
TOTAL SOURCES OF FUNDS			\$ 292,000
TOTAL DEVELOPMENT COSTS (see Expense detail below)		\$ 289,630	\$ 289,630
NET PROJECT SURPLUS (DEFICIT)			\$ 2,370

## DETAIL SECTION-- EXPENSES

Expense Projections	Number	Cost Each	Total Cost
Hard Costs:			
Site Work			
Earth Work	1	\$ 8,000	\$ 8,000
Site Utilities	1	\$ 1,000	\$ 1,000
Septic--existing 3BR recently upgraded	0	\$-	\$-
Water/Wells--TBD (Town Water)	1	\$ 2,000	\$ 2,000
Drives & Walks	1	\$ 2,000	\$ 2,000
Site Improvement	1	\$ 2,000	\$ 2,000
Lawns & Planting	1	\$ 1,000	\$ 1,000
Demolition/Dumpster/Toilets	1	\$ 3,000	\$ 3,000
Unusual Site Conditions--Reuse 1st level	1	\$ 5,000	\$ 5,000
<b>Subtotal Site Work</b>		<b>\$ 24,000</b>	<b>\$ 24,000</b>
Construction			
Concrete-forms & materials (foundation)	1	\$ 15,000	\$ 15,000
Masonry	1	\$ 2,000	\$ 2,000
Metals	1	\$ 2,000	\$ 2,000
Framing & Carpentry--New first level	1	\$ 15,000	\$ 15,000
Framing & Carpentry--2nd level: raise/reuse 1st level + add 12'x20' space	1	\$ 7,000	\$ 7,000
Siding	1	\$ 2,500	\$ 2,500
Roofing & Gutters	1	\$ 5,000	\$ 5,000
Doors & Windows--24 @ \$500 each	1	\$ 12,000	\$ 12,000
Insulation	1	\$ 5,000	\$ 5,000
Flooring & Carpet	1	\$ 4,000	\$ 4,000
Wallboard/Interior Finishes--rough	1	\$ 7,000	\$ 7,000
Interior Finishes--final	1	\$ 4,000	\$ 4,000

		Number	Amount Each	Total Amount
	Cabinets & Appliances (Kitchen & Bath)	1	\$ 9,000	\$ 9,000
	Countertops	1	\$ 2,500	\$ 2,500
	Plumbing & HVAC	1	\$ 25,000	\$ 25,000
	Solar--install to be reimbursed w/grants	1	\$ 15,000	\$ 15,000
	Electrical	1	\$ 12,000	\$ 12,000
	Small Tools & Equipment Rentals	1	\$ 2,000	\$ 2,000
	<b>Subtotal Construction</b>		<b>\$ 146,000</b>	<b>\$ 146,000</b>
	Contingency 10% (Site + Construction only)		\$ 17,000	\$ 17,000
	<b>TOTAL HARD COSTS W/CONTINGENCY</b>		<b>\$ 163,000</b>	<b>\$ 163,000</b>
Soft Costs:				
	Permits/Surveys	1	\$ 1,000	\$ 1,000
	Architectural	1	\$ 2,000	\$ 2,000
	Engineering--Site + Structural	1	\$ 3,000	\$ 3,000
	Legal	1	\$ 2,000	\$ 2,000
	Bond Premiums	0	\$-	\$-
	Real Estate Taxes	1	\$ 3,000	\$ 3,000
	Insurance	1	\$ 2,000	\$ 2,000
	Security	1	\$ 1,000	\$ 1,000
	Developer's Overhead	1	\$ 30,000	\$ 30,000
	General Contractor's Overhead	1	\$-	\$-
	Construction Manager	1	\$ 42,000	\$ 42,000
	Financing/Application Fees	0	\$-	\$-
	Utilities during construction	1	\$ 500	\$ 500
	Accounting	1	\$ 1,000	\$ 1,000
	Volunteer Coordination	1	\$ 5,000	\$ 5,000
	Family Selection/Outreach	1	\$ 800	\$ 800
	<b>Subtotal Soft Costs</b>		<b>\$ 93,300</b>	<b>\$ 93,300</b>
	Contingency (10% of Soft Costs)		\$ 9,330	\$ 9,330
	<b>TOTAL SOFT COSTS W/CONTINGENCY</b>		<b>\$ 102,630</b>	<b>\$ 102,630</b>
	<b>TOTAL DEVELOPMENT COSTS</b>		<b>\$ 289,630</b>	<b>\$ 289,630</b>



**Habitat**  
for Humanity®  
of Greater Plymouth, Inc.

**Habitat for Humanity of Greater Plymouth, Project and Organization Budget FY23**

Tax ID Number: 04-334-8433

Organization Name: Habitat for Humanity of Greater Plymouth, Inc.

Program Name: 47 Indian Ave, Plymouth

Budget Period for Organization (see footnote below)

Start Date  
7/1/22

End Date  
6/30/23

Income Sources	This Request	Total Program Budget	% of Total	Total Operating Budget	% of Total
Government Grants-Plymouth AHT		\$85,000	29%	\$0	0%
<b>Government Grants-Plymouth CPC</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>34%</b>		
Private and Corporate Foundations		\$107,000	37%	\$74,000	12%
Individual Donations		\$0	0%	\$65,000	11%
Interest Income		\$0	0%	\$100	55%
Other Income: ReStore		\$0	0%	\$325,000	55%
Other: Events		\$0	0%	\$125,000	21%
Churches		\$0	0%	\$5,000	1%
<b>Total Income:</b>	<b>\$100,000</b>	<b>\$292,000</b>		<b>\$594,100</b>	<b>100%</b>
<b>Expenses</b>					
Salary and Administrative		\$0	0%	\$286,177	60%
Occupancy		\$0	0%	\$89,520	19%
Program— Construction Site Expense w/contingency		\$26,400	9%	\$0	0%
Program— Construction Hard Costs w/contingency		\$160,600	55%	\$0	0%
Program— Construction Soft Costs, OH		\$102,630	35%	\$0	0%
ReStore other —Occupancy & Salaries above		\$0	0%	\$42,740	9%
Marketing/Outreach		\$0	0%	\$24,000	5%
Events/Fund Development		\$0	0%	\$35,000	7%
		\$0	0%	\$0	0%
		\$0	0%	\$0	0%
			0%		
			0%		
<b>Total Expenses</b>		<b>\$289,630</b>		<b>\$477,437</b>	
<b>Excess of Revenue over Expenses</b>		<b>\$2,370</b>		<b>\$116,663</b>	

Footnotes:

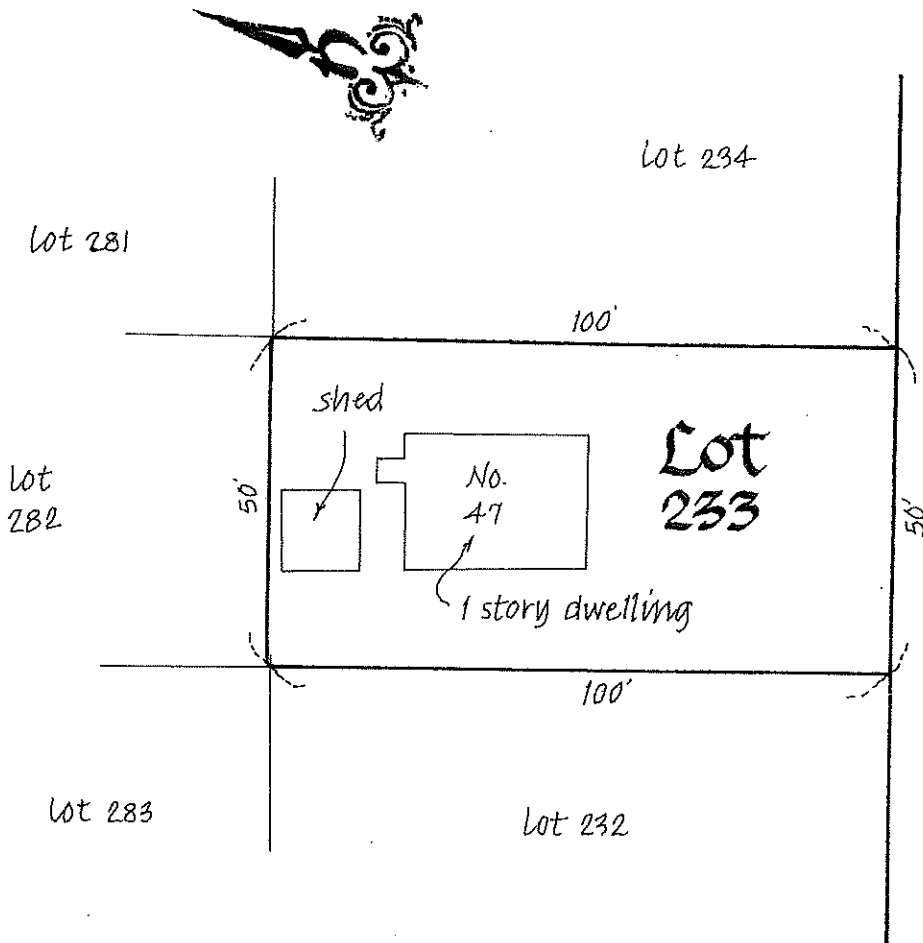
Organization budget period, 7/1/22-6/30/23

Project budget period, Plymouth 47 Indian Ave, 3/1/2023-6/30/2024

# MORTGAGE INSPECTION PLAN

Applicant: Habitat for Humanity of Greater Plymouth, Inc. Location: Plymouth

47 Indian Avenue



Title ref: C 131683 Flood Panel: 25023C0393L Flood Zone: X

I hereby certify that this mortgage inspection was prepared for  
Triffletti & Costa, P.C.

The dwelling shown hereon does not fall in a special F.E.M.A. flood zone "A" or "V", with an effective date of 7-6-81 and the location of the dwelling does conform to the local zoning by-laws in effect at the time of construction with respect to horizontal dimensional setback requirements or is exempt from violation enforcement action under M.G.L. Ch. 40A, sect. 7.

Please note: The structures shown on this mortgage inspection are shown approximate only. An instrument survey is necessary to determine a precise location of structures and property lines. This mortgage inspection must not be used for recording purposes or for use in preparing deed descriptions and must not be used for variance or building department purposes. Verification of building locations, property line dimensions, fences or lot configuration can only be accomplished by an accurate instrument survey which may reflect different information than what is shown hereon. NOTE: THIS IS NOT A BOUNDARY SURVEY AND IS FOR MORTGAGE PURPOSES ONLY.



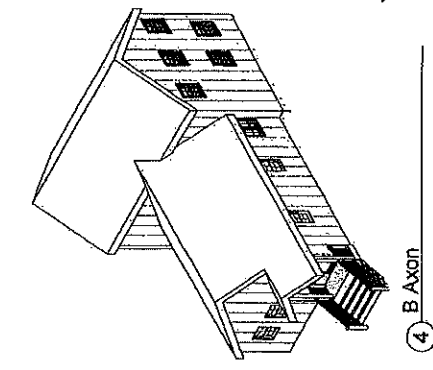
Scale: 1" = 30'  
Date: 4-18-83  
File No. 23-0392

## COLONIAL LAND SURVEYING COMPANY, INC.

POST OFFICE BOX 350 • HUMAROCK, MA 02047 • P: 781-826-7186 • F: 781-826-4823 • E: COLONIALSURVEY@GMAIL.COM



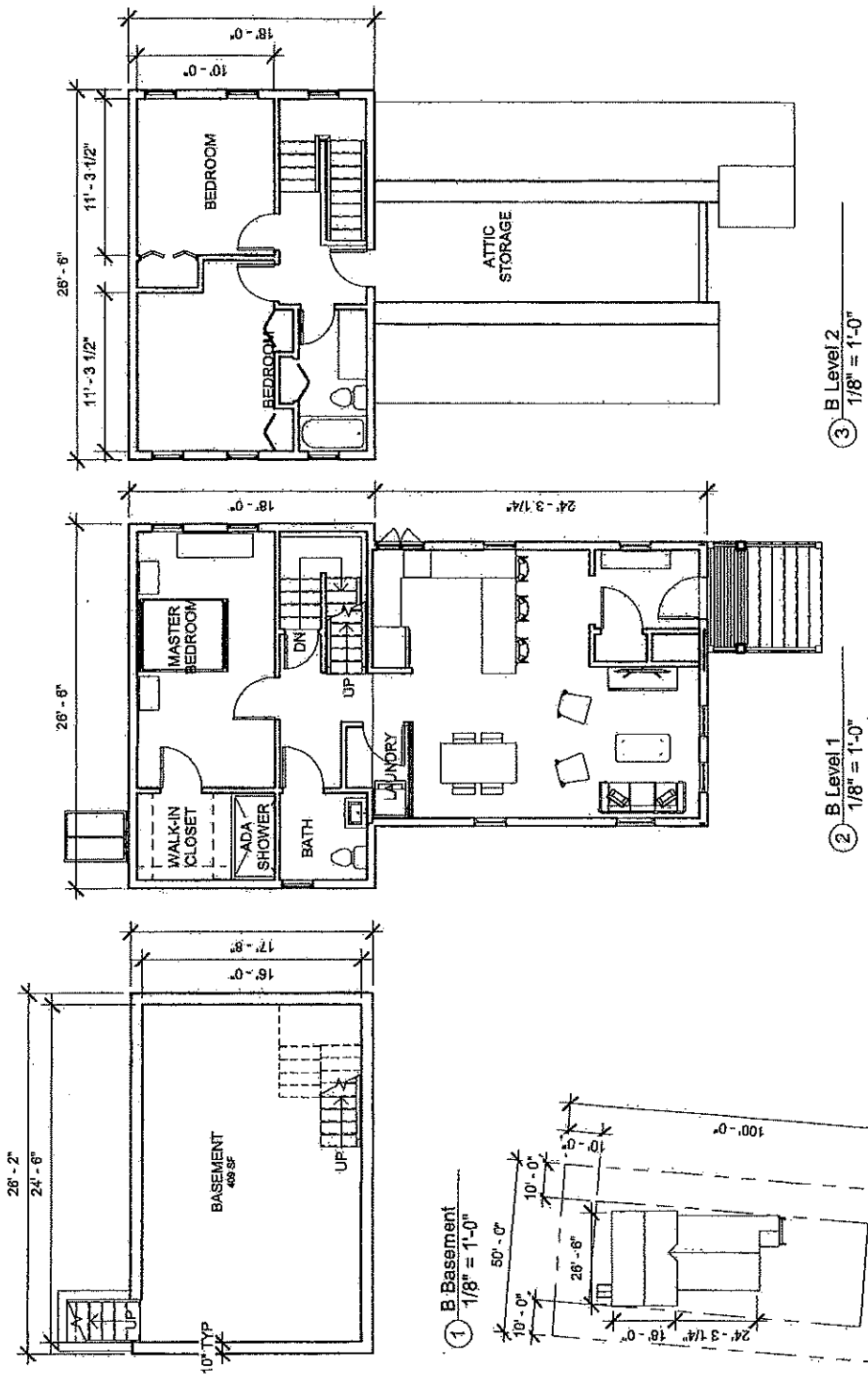




4 B Axon

B - GROSS LIVABLE AREA	
Name	Area
B-LEVEL 1	897 SF
B-LEVEL 2	425 SF
B ATTIC STORAGE	86 SF
	1407 SF

B - GROSS BUILDING AREA	
Name	Area
B-LEVEL 1	978 SF
B-LEVEL 2	477 SF
B-ATTIC STORAGE	Not Placed
	1455 SF



1 B Basement  
1/8" = 1'-0"

2 B Level 1  
1/8" = 1'-0"

3 B Level 2  
1/8" = 1'-0"

5 B Site  
1/32" = 1'-0"

**MARQUIS ARCHITECTURE**  
8 Spencer Street  
Plymouth, MA 02360  
617-510-2700  
www.marquisarchitecture.com

**Habitat for Humanity**  
of Greater Plymouth, Inc.

47 Indian Ave  
Plymouth, MA

**B 18' x 26'-6" Addition**

Permit Documents	
Date 04/19/2023	
Scale As Indicated	

SK-02

\*\*\* Electronic Recording \*\*\*

Doc#: 00842454

Bk: 00676 Pg: 189 Cert: 135389

Rec Date: 05/16/2023 12:32 PM

Also Noted On: 131683

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

\*\*\*\*\*  
MASSACHUSETTS EXCISE TAX

Plymouth District ROD #11 001

Date: 05/16/2023 12:32 PM

Ctrl# 165079 13864

Fee: \$1,181.04 Cons: \$259,000.00

\*\*\*\*\*

**Quitclaim Deed**

We, Equity Trust Company Custodian FBO Dennis Malloy IRA 50% undivided interest, with an address of 1 Equity Way, Westlake, Ohio 44145 and Dennis Malloy 50% undivided interest with an address of 3 Webster Square, 263, Marshfield, MA 02050

For consideration paid and in full consideration of Two Hundred Fifty-Nine Thousand and 00/100 (\$259,000.00) Dollars,

Grant to Habitat For Humanity of Greater Plymouth, Inc., a Massachusetts Corporation, of 160 North Main Street, P. O. Box 346, Carver, MA 02330

with **QUITCLAIM COVENANTS**,

That certain parcel of land situated in Plymouth, in the County of Plymouth and said Commonwealth, bounded and described as follows:

Southerly by Indian Avenue, fifty (50) feet;

Westerly by Lot 232 on the plan hereinafter mentioned one hundred (100) feet;

Northerly by Lot 282 on said plan fifty (50) feet; and


Easterly by Lot 234 on said plan one hundred (100) feet.

Being Lot 233 as shown on subdivision plan #16011 by Dana M Pratt, C.E., Dated July 17, 1924, and filed with Certificate of Title No. 1881.

Said lot is subject to the restriction set forth in a certain deed from Richard C. Everson to Ernest Vossmer et ux, dated October 27, 1947, filed as Document #28200.

Property: 47 Indian Avenue, Plymouth, MA 02360

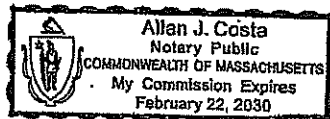
Witness my hand and seal this 16<sup>TH</sup> day of May, 2023

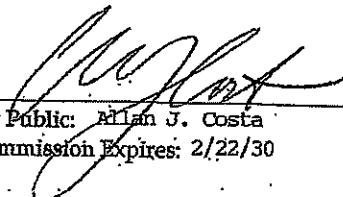
  
Dennis Malloy

COMMONWEALTH OF MASSACHUSETTS

PLYMOUTH, SS

On this 16th day of May, 2023, before me, the undersigned notary public, personally appeared Dennis Malloy, and proved to me through satisfactory evidence of identification, which was a photo ID, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose and made oath that the foregoing statement regarding homestead is true.



  
Notary Public: Allan J. Costa  
My Commission Expires: 2/22/30

Witness my hand and seal this 12th day of May, 2023

For signer's authority, see Resolution  
Dated 3/4/2020 and recorded in  
Plymouth County Registry of Deeds,  
Book 52830, Page 99 on 5/29/2020.

Equity Trust Company Custodian  
FBO Dennis Malloy IRA



By MATTHEW COLLIER  
Its Authorized CORPORATE ALTERNATE SIGNER

STATE OF OHIO

COUNTY OF CUYAHOGA, SS

On this 12th day of May, 2023, before me, the  
undersigned notary public, personally appeared MATTHEW COLLIER, on  
behalf of Equity Trust Company Custodian FBO Dennis Malloy IRA as aforesaid and  
proved to me through satisfactory evidence of identification, which was a  
Drivers License, to be the person whose name is signed on the  
preceding or attached document, and acknowledged to me that he/she signed it  
voluntarily for its stated purpose on behalf of Equity Trust Company Custodian FBO  
Dennis Malloy IRA and as the free act and deed of Equity Trust Company Custodian  
FBO Dennis Malloy IRA and made oath that the foregoing statement regarding  
homestead is true.



Notary Public: Kelsey Buhrman  
My Commission Expires: October 2, 2027



KELSEY BUHRMAN  
Notary Public  
State of Ohio  
My Comm. Expires  
October 2, 2027

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The above-described land is also subject to an Easement from Richard C. Everson to the Plymouth County Electric Company dated August 9, 1944, filed and registered as Document #21975.

Together with all rights, privileges and easements connected therewith and subject to restrictions and easements of record and are hereby conveyed subject to any building and zoning law requirements which may be in force and applicable.

The Grantors state this this was never their principal residence nor that of their spouses and also state that there is no other person or persons entitled to any Homestead Rights.

Being the same premises conveyed by deed dated March 5, 2021 and filed and registered with the Plymouth County Registry District of the Land Court as Document No. 812725 and Certificate of Title No. 131683.

**AFFIDAVIT TO BE SIGNED BY SELLER AND/OR MORTGAGOR IN CONNECTION WITH  
TITLE INSURANCE POLICY TO BE ISSUED BY First American Title Insurance Company**


**FOR RESIDENTIAL MORTGAGE PURPOSES ONLY**

Subject property is located at **47 Indian Avenue, Plymouth, MA 02360** and is also identified as Map **048-054-233-000**, Lot in the Land Evidence Records of the City/Town of **Plymouth**; and that title to said property is vested in **Equity Trust Company, Custodian FBO Dennis Malloy IRA and Dennis Malloy**,

Now, therefore, the Seller(s) on oath depose(s) and say(s) as follows:

I/We have owned the property now being sold or mortgaged by me continuously for years last past, and my enjoyment thereof has been peaceable and undisturbed and the title to said property has never been disputed or questioned to my knowledge, nor do I know of any facts by reason of which the title to, or possession of, said property might be disputed or questioned, or by reason of which any claim to any of said property might be asserted adversely to me and more particularly:

1. No party other than the Seller(s) is in possession of all or any portion of the premises above described under any unrecorded leases, tenancy at will or otherwise.
2. The Seller(s) during the time of ownership of the premises above described has/have conveyed no portion of the premises nor done any act or allowed any act to be done which has changed or could change the boundaries of the premises.
3. The Seller(s) has/have allowed no encroachments on the premises above described by any adjoining land owners nor has/have the undersigned encroached upon any property of adjoining land owners.
4. The Seller(s) has/have allowed no easements, rights of way, continuous driveway usage, drain, sewer, water, gas or oil pipeline or other rights of passage to others over the premises above described and has/have no knowledge of such adverse rights.
5. No persons, firm or corporation has furnished any labor, services or materials in connection with the construction or repair of any buildings or improvements on the herein described premises which could give rise to a mechanics lien. (If work has been performed or materials furnished, please submit lien waivers.)
6. The Seller(s) has/have no knowledge of any old highways, abandoned roads, lanes, cemetery or family burial grounds, springs, streams, rivers, ponds, or lakes bordering or running through said premises.

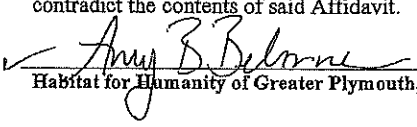
  
Equity Trust Company, Custodian FBO Dennis  
Malloy IRA

  
Dennis Malloy

Subscribed and sworn to before me this 16th day of May, 2023

  
Notary Public- **Allan J. Costa**  
My Commission Expires: 2/22/30

In order to induce the Company to remove said exceptions from the mortgage policy only, the undersigned (Buyer(s) of subject property) on oath depose(s) and say(s) that he/she/they has/have read the contents of Seller's Affidavit above, has/have viewed the property, and know(s) of no facts which would contradict the contents of said Affidavit.

  
Habitat for Humanity of Greater Plymouth, Inc.

Subscribed and sworn to before me this 16th day of May, 2023

  
Notary Public- **Allan J. Costa**  
My Commission Expires: 2/22/30

# **LOCAL INITIATIVE PROGRAM APPLICATION FOR LOCAL ACTION UNITS**

## **Introduction**

The Local Initiative Program (LIP) is a state housing initiative administered by the Department of Housing and Community Development (DHCD) to encourage communities to produce affordable housing for low- and moderate-income households.

The program provides technical and other non-financial assistance to cities or towns seeking to increase the supply of housing for households at or below 80% of the area median income. LIP-approved units are entered into the subsidized housing inventory (SHI) pursuant to Chapter 40B.

Local Action Units (LAUs) are created through local municipal action *other than* comprehensive permits; for example, through special permits, inclusionary zoning, conveyance of public land, utilization of Community Preservation Act (CPA) funds, etc.

The Department shall certify units submitted as Local Action Units if they meet the requirements of 760 CMR 56.00 and the Local Initiative Program Guidelines, which are part of the Comprehensive Permit Guidelines and can be found on the DHCD website at [www.mass.gov/dhcd](http://www.mass.gov/dhcd).

To apply, a community must submit a complete, signed copy of this application to:

**Department of Housing and Community Development  
100 Cambridge Street, Suite 300  
Boston, MA 02114**

**Attention: Alyxandra Sabatino, LIP/HOP Coordinator  
Telephone: 617-573-1328  
Email: [alyxandra.sabatino@mass.gov](mailto:alyxandra.sabatino@mass.gov)**

## Signatures of Support for the Local Action Units Application

### Chief Executive Officer:

*defined as the mayor in a city and the board of selectmen in a town, unless some other municipal office is designated to be the chief executive officer under the provisions of a local charter*

Signature: Betty Cavacco

Print Name: Betty A. Cavacco, Chair, Select Board

Date: 5/2/23

### Chair, Local Housing Partnership: (as applicable)

Signature N/A

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

### Municipal Contact Information:

#### Chief Executive Officer:

Name: Betty A. Cavacco, Chair, Select Board

Address: Town of Plymouth, 26 Court St.

Plymouth, MA 02360

Phone: (508) 747-1620 ext 10106

Email: bcavacco@plymouth-ma.gov

#### Town Administrator/Town Manager/Mayor:

Name: Derek Brindisi, Town Manager

Address: Town of Plymouth, 26 Court St.

Plymouth, MA 02360

Phone: 508-747-1620 ext 10105

Email: dbrindisi@plymouth-ma.gov

#### City/Town Planner:

Name: Lee Hartmann, Director of Planning and Development

Address: Town of Plymouth, 26 Court St.

Plymouth, MA 02360

Phone: 508-747-1620 ext 10143

Email: lhartmann@plymouth-ma.gov

#### Town Counsel:

Name: Lee S. Smith, Esq.

Address: KP/Law, PC, 101 Arch Street, 12<sup>TH</sup> Floor

Boston, MA 02110

Updated 2022



Phone: 617-556-0007  
Email: lsmith@k-plaw.com

**Chair, Local Housing Partnership  
(if any):**

Name: N/A

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Community Contact Person:**

Name: Peggy Whalen, Director, Office of Community Development  
Address: Town of Plymouth, 26 Court Street  
Plymouth, MA 02360

Phone: 508-747-1620 ext 10150

Email: pwhalen@plymouth-ma.gov

Updated 2022

**The Project:**

<b>Developer:</b>	Name: <u>Habitat for Humanity of Greater Plymouth, Inc.</u>
	Address: <u>160 North Main Street/ PO Box 346</u> <u>Carver, MA 02330</u>
	Phone: <u>508-274-0596 (cell)</u>
	Email: <u>jim.middleton@hfhplymouth.org</u>
<b>Project Site:</b>	Address: <u>47 Indian Avenue</u> <u>Plymouth, MA 02360</u>

Is your municipality utilizing any HOME or CDBG funding for this project? Yes X No       

Local tax rate per thousand \$ 13.71 For Fiscal Year 2023

Site Characteristics: proposed or existing buildings by design, ownership type, and size.

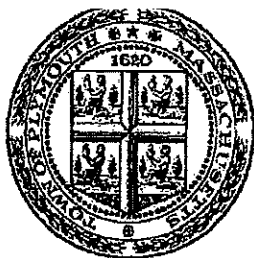
<u>Project Style</u>	<u>Total Number of Units</u>	<u>Number of Units Proposed for Local Action Units Certification</u>
Detached Single-family house	<u>1</u>	<u>1</u>
Row house/townhouse	<u>      </u>	<u>      </u>
Duplex	<u>      </u>	<u>      </u>
Multifamily house (3+ family)	<u>      </u>	<u>      </u>
Multifamily rental building	<u>      </u>	<u>      </u>
Other (please specify)	<u>      </u>	<u>      </u>

**Unit Composition**

<u>Type of Unit</u> (Condo/Fee Simple/ Rental)	<u># of Units</u>	<u># of BRs</u>	<u># of Baths</u>	<u>Gross Square Feet</u>	<u>Livable Square Feet</u>	<u>Proposed Sales Prices/Rents</u>	<u>Proposed Condo Fee/ Utility Allowance</u>
Affordable:	1	3	2	1300	1203	\$204,000-Sale	N/A
Market:	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total:</b>	1	3	2	1300	1203	\$204,000	N/A

Updated 2022

26



DEPARTMENT OF INSPECTIONAL SERVICES

**TOWN OF PLYMOUTH,  
MASSACHUSETTS**

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

App: Jim Middleton  
160 North Main Street  
Carver, MA 02330-\_\_\_\_\_

Zoning Permit #: Z-23-305

Appl Date: May 23, 2023

Project Type: Residential Zoning Permit

Location: 47 INDIAN AV

Parcel ID: 048-054-233-000

Zoning District:

Owner: HABITAT FOR HUMANITY OF  
GREATER PLYMOUTH, INC.

Addr: 160 North Main Street NORTH MAIN  
STREET/ PO BOX 364  
Carver, MA 02330-\_\_\_\_\_

Fee Amount: \$75.00 Fee Paid: \$75.00

-----  
APPROVED: DEMOLISH EXISTING SHED.

ISSUE DATE: May 26, 2023

BUILDING  
OFFICIAL:

*Nicholas Mayo*

**NOT A BUILDING PERMIT**  
**ZONING PERMITS ARE GOOD FOR ONE YEAR FROM THE DATE ISSUED**

## ARTICLE 9B:

### **ARTICLE 9B: CPC Housing- Plymouth Housing Authority**

To see if the Town will vote to amend the vote taken under Article 9D of the 2019 Fall Annual Town Meeting by increasing the amount appropriated thereunder from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds the sum of \$381,525.00 as a grant to the Plymouth Housing Authority for the purpose of acquiring an affordable housing restriction pursuant to G.L. c. 44B, §12 and G.L. c. 184, §§ 31-33 for three units of rental housing on property located in the former Oak Street School on Oak Street Plymouth, MA 02360, with any balance of funds left over after the renovation to revert back to the Community Preservation Fund, and further to authorize the Select Board to accept the affordable housing restriction, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

### **RECOMMENDATION: Approval \$381,525 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9B. Approval of this Article will authorize a grant to the Plymouth Housing Authority for the purpose of remodeling 3, affordable housing restricted, units located in the former Oak Street School on Oak Street.





## TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

# MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee  
From: The Community Preservation Committee  
Date: Friday August 4, 2023  
Re: FTM 2023: CPA Article 9B Affordable Housing: Plymouth Housing Authority

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**ARTICLE 9B:** To see if the Town will vote to amend the vote taken under Article 9D of the Fall 2019 Annual Town Meeting by increasing the amount appropriated thereunder from FY2024 Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, the sum of \$381,525, 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 3 units of rental housing on property located in the former Oak Street School on Oak Street Plymouth, MA 02360, any balance of funds left over after the renovation would revert back to the Community Preservation Fund and further to authorize the Select Board to accept the affordable housing restriction, or take any other action relative thereto.

**COMMUNITY PRESERVATION COMMITTEE**

**CPC RECOMMENDATION: Approval (unanimous)**

The Community Preservation Committee voted unanimously Article 9B at its meeting held Thursday, August 3, 2023.

**SUMMARY & INTENT:**

The Community Preservation Committee is recommending Article 9B to Fall Town Meeting 2023 to utilize CPA Affordable Housing Funds to grant to the Plymouth Housing Authority (PHA) for the remodeling the Oak Street into 3 restricted affordable housing rental units. This is partnership with PHA, which would create much-needed affordable housing units in Town Down Plymouth. The Plymouth Housing Authority will be required to qualify all tenants for each unit, maintain and manages the property. The units would be designs for seniors with special mobility requirements.



FISCAL YEAR 2022-2023 APPLICATION

Project Name: 10 Oak St. School Conversion

CPA Funding requested: \$ 381,525 If the amount is unknown, will an appraisal be needed?

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

Total project cost: \$ 1,028,896

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

Lot and Plot: 41

Assessors Map #: 15

Number of acres in parcel: 0.44

Number of proposed housing units: 3

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

Describe restrictions below:

Project Sponsor/Organization: Plymouth Housing Authority

Contact Name: Chris Plourde

Address: 130 Court Street, Plymouth, MA 02360

Phone #: 508-746-2105

E-mail: cplourde@plymha.org

C. Plourde  
Applicant Signature

7/21/23  
Date submitted

APPLICATION REQUIREMENTS:

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

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



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: 10 Oak St. School Conversion

Applicant Name: Plymouth Housing Authority - Chris Plourde

Address: 130 Court Street, Plymouth, MA 02360

Phone #: 508-746-2105

E-mail: cplourde@plymha.org

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.

Chris Plourde - Assistant Executive Director  
Print Name

C. Plourde  
Signature

7/21/23  
Date



CP  
initial here



## PLYMOUTH HOUSING AUTHORITY

130 COURT STREET, PLYMOUTH, MASSACHUSETTS 02360



July 21, 2023

Plymouth Community Preservation Committee (CPC)  
26 Court Street  
Plymouth, MA 02360

Re: Request for Funding Proposal  
10 Oak Street School Conversion

Dear CPC,

The Plymouth Housing Authority is applying for additional funding in the amount of \$381,525 to complete the 10 Oak Street School Conversion project. This will convert the two-classroom schoolhouse building into a Public Housing facility with three one-bedroom apartments. We seek to maintain the charm of the 1902 building while renovating the interior to accommodate the three units geared to local, veteran and/or elderly occupants in need of low-income subsidized housing. The building has been sold by the Plymouth Select Board (PSB) to the Plymouth Housing Authority for the purpose of this conversion into three Public Housing Units to assist with the ever-growing need for affordable housing and goal to achieve the 10% community housing standard.

The primary objective of the Housing Authority is to provide subsidized affordable housing to our low-income community members. One of the three units at Oak St. will be fully handicap accessible meeting all ADA requirements. All three units will be occupied by qualified low-income participants who will receive rental assistants through federal subsidy with a local, veteran, and elderly preference. As part of the Housing Authority, Oak St. will be managed, maintained, and complying with all the same policy and procedures as the other state and federal funded sites in our portfolio. The addition of Oak St. helps diversify the Housing Authorities portfolio gaining leverage of other resources to provide more affordable housing to those in need. This aligns seamlessly with the Community Housing Goals of the CPC.

The initial request for funding was based on the pre-covid construction estimate of \$540,000. On the first procurement attempt at the end of 2021, we terminated the process after receiving the file sub bids that already exceeded authorized funding. Since that time, we value engineered the plans and documents to cut cost as well as completed smaller projects to prepare the site and facility for the full conversion. We have applied for grants and solicited the town and other organizations to help offset this financial deficit.

With additional funding and revised documents, we proceeded with a second procurement attempt in May 2023. Even though the process brought in more competitive pricing, the impact of current inflation and elevated construction costs still leaves us with a budget that exceeds our funding. Below you will find three tables breaking down funding and expenditures to date. We currently have approved authorized funding in the amount of \$647,371 (Table "A"). We have completed several preparation projects in the form of Site Work, Water Main Replacement and construction of an ADA Ramp (Table "B"). This leaves us with current and proposed expenditures totaling \$1,028,896 giving us a funding deficit of \$381,525 (Table "C").

42

<b>TABLE "A" – Authorized Spending</b>		
<b>Funding Source</b>	<b>AUTHORIZED</b>	<b>Total</b>
CPA	\$475,000	647,371
STATE GRANT	\$150,000	
TOWN (ARPA)	\$22,371	

<b>TABLE "B" – Completed Projects</b>		
<b>PROJECT</b>	<b>COST</b>	<b>TOTAL</b>
Site Prep	\$6,000	135,196
• Tree work		
• Site clean up		
• Repaving		
Water Main Replacement	\$55,770	
ADA Ramp	\$73,426	

<b>TABLE "C" – Summary</b>		
<b>EXPENDITURES</b>	<b>COST</b>	<b>Balance</b>
Architect	\$50,000	\$1,028,896
Conversion Project – Contractor	\$843,700	
Completed Projects (Table "B")	\$135,196	
Total Authorized (Table "A")	\$647,371	(\$647,371)
Total Deficit		(\$381,525)

We thank you for the opportunity and consideration for these additional funds to get this project completed and bring us closer to achieving our community housing goals. I have attached other supporting documents for reference. Please feel free to contact me by phone (508) 746-2105 x232 or email [cplourde@plymha.org](mailto:cplourde@plymha.org) with any question you may have.

Thank you,



Chris Plourde  
Assistant Executive Director  
Plymouth Housing Authority



# PLYMOUTH HOUSING AUTHORITY

130 COURT STREET, PLYMOUTH, MASSACHUSETTS 02360

Chris Plourde, Assistant Executive Director  
Telephone (508) 747-2553 ext. 232

## 10 Oak St. School Conversion (2<sup>nd</sup> Bid) - GCs Plymouth, MA May 10, 2023

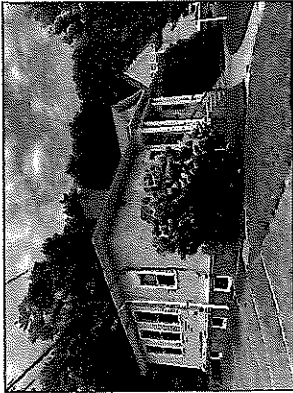
PROJECT: Oak St Conversion  
FISH # N/A

### SOLICITATION TABULATION

#	Company	Bid Amount	Remarks
1	Vareika Construction, Inc. 219 Walnut Street, Suite B West Bridgewater, MA 02379	\$ 843,700.00	RFI on Alt.s not answered by Architect
2	R. Mullen & Associates 190 Old Derby St. Hingham, MA. 02043	\$ 935,200.00 \$ 911,200.00 w/out Alt.s	
-	FRG Contractor 800 W Cummings Park Ste 2300 Woburn, MA. 01801	No Bid	

Chris Plourde  
Assistant Executive Director

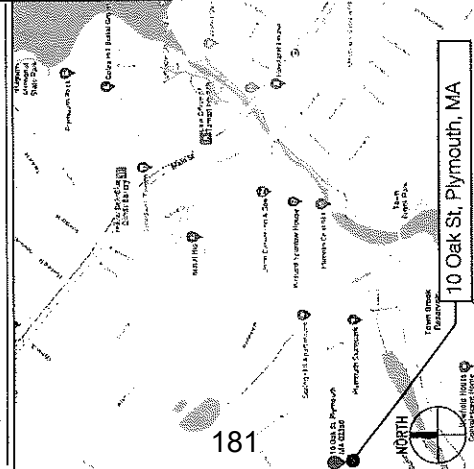
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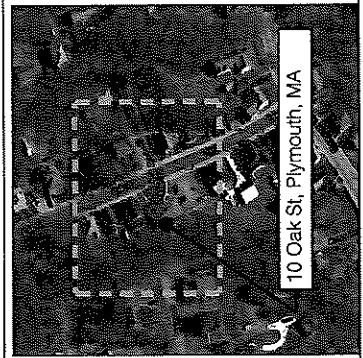
## Plymouth Housing Authority

**Oak St. School Conversion**  
10 Oak Street  
Plymouth, MA 02360

### LOCUS



### KEY PLAN



### CLIENT

Plymouth Housing Authority  
130 Court Street  
Plymouth, MA 02360  
T: 508.746.2105  
C: 508.746.4640  
Web: <http://www.plyma.org>  
Contact:  
Russell Shirley,  
Vice Chairman  
Russell.Shirley@newbalance.com

### ARCHITECT OF RECORD

**R2 ARCHITECTS**  
Inc.  
91 Seaside Street  
Plymouth, MA 02360  
T: 508.746.4646  
F: 508.746.4640  
r2arch.com

### Senior Project Manager:

Jim Wilson  
E: [jwilson@r2arch.com](mailto:jwilson@r2arch.com)  
P: 508.746.4640

### Architect:

Robert Reiffels  
E: [robert@r2arch.com](mailto:robert@r2arch.com)  
P: 508.746.4646

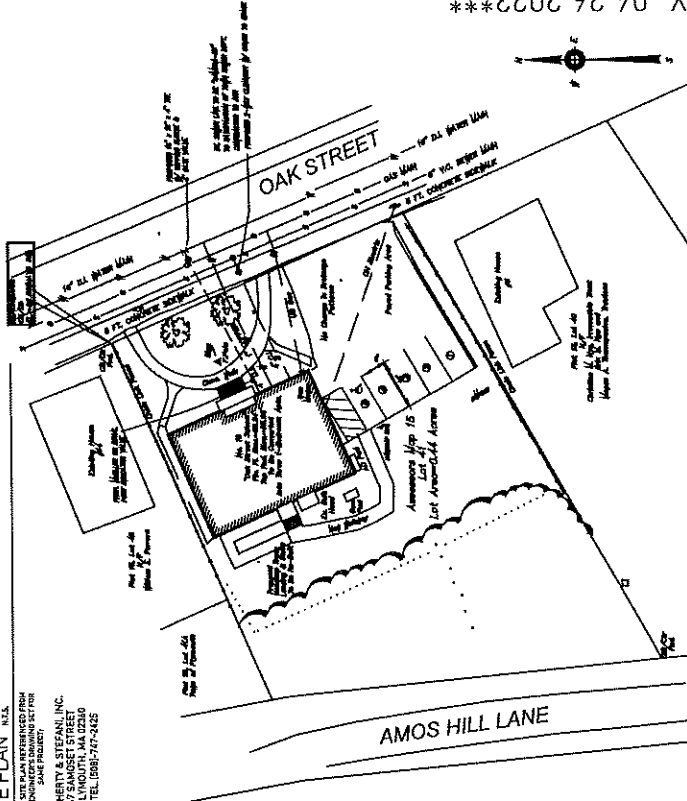
### MEP ENGINEER

**BER**  
BUILDING ENGINEERING RESOURCES, INC.  
14 Main Street  
Plymouth, MA 02360  
T: 508.746.4646  
F: 508.746.4640  
www.ber-engineering.com

### SITE PLAN

NOTE: SITE PLAN REFERENCED FROM  
ORIGINAL SUBMITTAL SET FOR  
CONSTRUCTION PERMITTING

PLANETRY & STEARNS, INC.  
67 BANGSET STREET  
PLYMOUTH, MA 02360  
TEL: 508-747-4425



### DRAWING LIST

NO.	DESCRIPTION	DATE	BY	CHKD.
1	COVER SHEET	04.26.2023	JW	RS
2	GENERAL NOTES & FINISHES	04.26.2023	JW	RS
3	ARCHITECTURAL	04.26.2023	JW	RS
4	MECHANICAL	04.26.2023	JW	RS
5	ELECTRICAL	04.26.2023	JW	RS
6	PLUMBING	04.26.2023	JW	RS
7	FIRE PROTECTION	04.26.2023	JW	RS

P 100	PLUMBING LEGEND, DETAILS & SCHEDULES	
P 200	PLUMBING DISPOSITION PLANS	
P 300	PLUMBING FLOOR PLANS	
M 100	MECHANICAL LEGEND, DETAILS & SCHEDULES	
M 200	MECHANICAL DISPOSITION PLANS	
M 300	MECHANICAL FLOOR PLANS	
E 100	ELECTRICAL LEGEND & SCHEDULES	
E 200	ELECTRICAL DISPOSITION PLANS	
E 300	ELECTRICAL FLOOR PLANS	
F 100	FIRE ALARM LEGEND & SCHEDULES	
F 200	FIRE ALARM DISPOSITION PLANS	
F 300	FIRE ALARM FLOOR PLANS	

G000

COVER SHEET

DATE: 04.26.2023  
BY: JW  
CHKD: RS

**R2 ARCHITECTS**  
10 Oak Street  
Plymouth, MA 02360  
T: 508.746.4646  
F: 508.746.4640  
r2arch.com

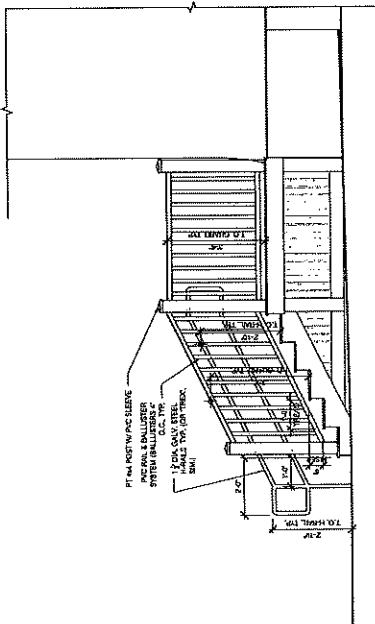


10 Oak Street School Project  
Plymouth Housing Authority  
10 Oak Street  
Plymouth, MA 02360

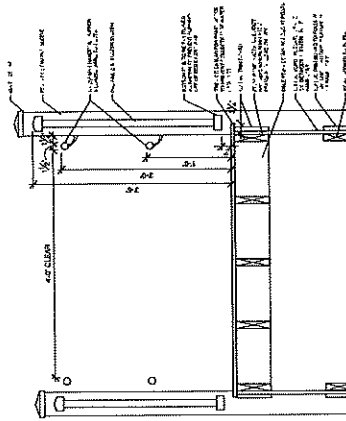
\*\*\* BID SET ONLY - 04.26.2023 \*\*\*



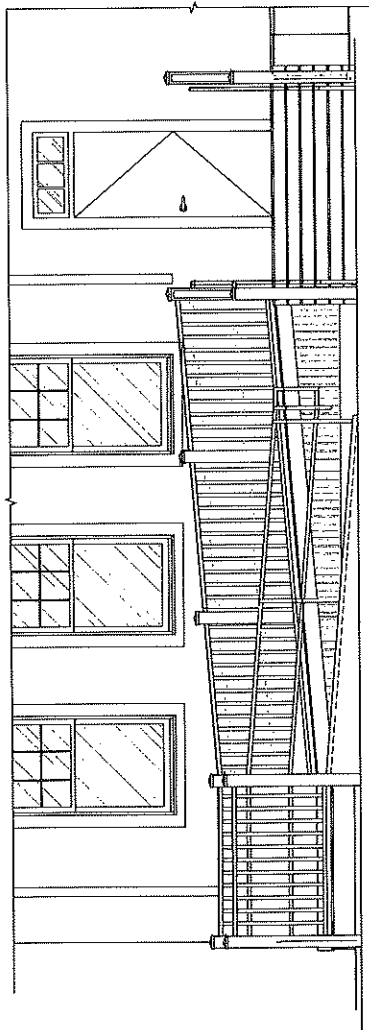
\*\*\*BID SET, NOT FOR PERMIT/CONSTRUCTION - 11/19/21\*\*\*



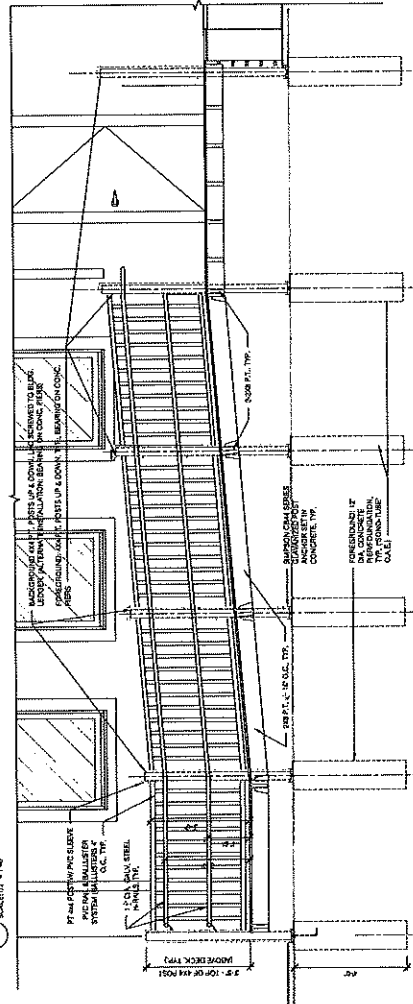
4 STAIR ELEVATION  
SCALE 1/2" = 1'-0"



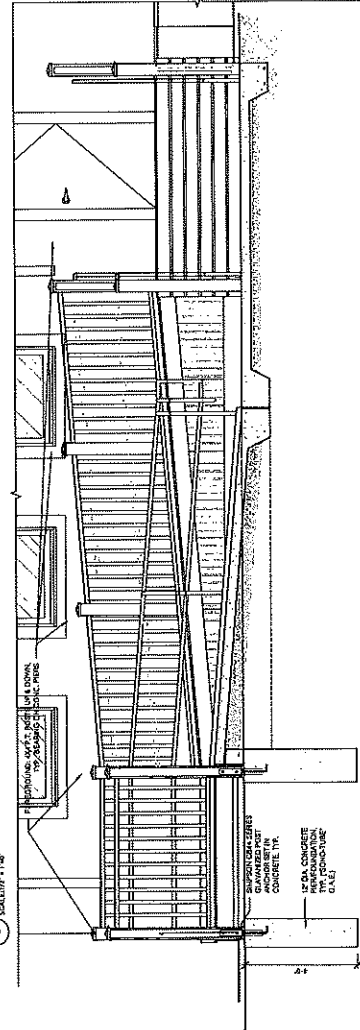
5 STAIR ELEVATION  
SCALE: 1/4" = 1'-0"



1 RAMP ELEVATION  
SCALE 1/4" = 1'-0"



2 SECTION THRU RAMP, UPPER RUN



3 SECTION THRU RAMP, LOWER RUN  
SCALE 1/2" = 1'-0"



## ARTICLE 9C:

### **ARTICLE 9C: CPC Historical- Old Russell Library**

To see if the Town will vote to appropriate from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds the sum of \$443,942.00 as a grant to The Plymouth Guild Inc., d/b/a Plymouth Center for the Arts for the restoration and rehabilitation and preservation of the historic Russell Library located at 11 North Street, including construction, repainting of the brick and mortar façade, roof and windows restoration including incidental and related expenses, and to authorize the Select Board to enter into a grant agreement with The Plymouth Guild Inc., for such purposes, which grant agreement shall include but not be limited to the requirement that the Town of Plymouth be provided with an historic preservation restriction in said property in accordance with G.L. c. 44B, §12 and meeting the requirements of G.L. c. 184, §§ 31-33 and to authorize the Select Board to accept such restriction, with such restriction being held under the care, custody and control of the Historic Commission or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

### **RECOMMENDATION: Approval \$443,942 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9C. Approval of this Article will authorize a grant to the Plymouth Guild Inc. for the restoration, rehabilitation and preservation of the historic Russell Library located at 11 North Street.







## TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

# MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee  
From: The Community Preservation Committee  
Date: Friday Aug 4, 2023  
Re: ANNUAL FALL TM 2023: CPA Article 9C

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**ARTICLE 9C:** To see if the Town will vote to appropriate from FY2024 Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, the sum of \$443,942, to grant to The Plymouth Guild, Inc., d/b/a Plymouth Center for the Arts for the restoration, rehabilitation and preservation of the historic Russell Library located at 11 North Street, including construction, repointing of the brick and mortar façade, roof and windows restoration including incidental and related expenses, and to authorize the Select Board to enter into a grant agreement with The Plymouth Guild, Inc., for such purposes, which agreement shall include but not be limited to the requirement that the Town of Plymouth be provided with an historic preservation restriction in said properties in accordance with the G.L. c.44B, Section 12 and meeting the requirements of G.L. c. 184, Sections 31-33, and to authorize the Board of Selectmen to accept such restriction, with such restriction to be held under the care, custody and control of the Historic Commission, or take any other action relative thereto.  
**COMMUNITY PRESERVATION COMMITTEE**

**CPC RECOMMENDATION: Approval** (unanimous)

The Community Preservation Committee voted unanimously of Article 9C at its meeting held Thursday August 3, 2023

**SUMMARY & INTENT:**

The intent of Article 9C is to use the Community Preservation Fund undesignated fund balance for the restoration, rehabilitation and preservation of the Center for the Arts the old Russell Library. The agreement will be contingent upon an agreement to allow access for special Town of Plymouth use of the building free, which will require a request from the Board of Selectman an subject to availability. Also subject to free admission to the residents of Plymouth through Jan 2025.



FISCAL YEAR 2022-2023 APPLICATION

Project Name: Plymouth Center for the Arts Project Sustained Preservation - Repair, Restore & Enhance

CPA Funding requested: \$ 443,942 If the amount is unknown, will an appraisal be needed?  
☐ Y ☐ N (If yes see page 14 of the appraisal process)

Total project cost: \$ 631,492

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

Lot and Plot: Lots 47 and 48

Assessors Map #: Parcel ID: 020-000-047-000

Number of acres in parcel: .331 Acres

Number of proposed housing units: 0

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

Describe restrictions below:

There is a Preservation Restriction Agreement, dated July 31, 2020, between Plymouth Guild, Inc. and the Town of Plymouth.

A copy of this agreement is included with the supporting materials for this application.

Project Sponsor/Organization: Plymouth Guild, Inc. (DBA Plymouth Center for the Arts)

Contact Name: Eileen Pacheco

Address: 11 North St., Plymouth, MA 02360

Phone #: 508-254-1440 E-mail: efpacheco@gmail.com or development@artsplymouth.org

Eileen Pacheco  
Applicant Signature

June 29, 2023

Date submitted

APPLICATION REQUIREMENTS:

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

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





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: Plymouth Center for the Arts Preservation Project - Repair, Restore & Enhance

Applicant Name: Margaret Page

Address: 11 North St., Plymouth, MA 02360

Phone #: 508-944-0314 E-mail: page.margaret@comcast.net

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.

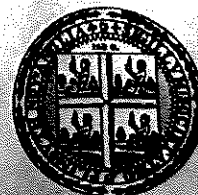
Margaret Page

Print Name

Signature

June 29, 2023

Date



EP

initial here



June 29, 2023

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

Dear Plymouth CPC Member,

Plymouth Center for the Arts is grateful for the opportunity to submit the enclosed application for Community Preservation Act funding.

Our proposed project represents the next phase of our continued preservation and enhancement of our historic property located at 11 North Street. The majority of the project elements described in our proposal were identified during a year-long systems replacement planning effort, which was funded in part by a grant from the Massachusetts Cultural Council.

The 20-year SRP plan that has been produced from this effort identifies a number of priorities that require immediate attention (within the next three years). These items, in combination with additional priorities identified by our Board of Directors, Facilities Committee and Finance Committee, serve as the basis for this application for CPA funding support. We have included pages from the detailed 20-year SRP plan in this application. The complete SRP document is an Excel spreadsheet, which is more easily viewed electronically. We will be pleased to send CPC members the electronic file upon your request.

Our team will be happy to schedule a time to meet with you regarding our project. Meanwhile, if you have any questions, please feel free to contact me at (508) 254-1440 or [efpacheco@gmail.com](mailto:efpacheco@gmail.com), or our Board President Peg Page at (508) 944-0314 or [page.margaret@comcast.net](mailto:page.margaret@comcast.net).

We look forward to your feedback on our proposal.

Sincerely,

*Eileen Pacheco*

Eileen Pacheco  
Member, Board of Directors & Development Committee Co-Chair  
Plymouth Center for the Arts

ENCLOSURES



## ADDENDUM

Project Budget **REVISED AUG. 3, 2023**

Spending Category	CPA Funds Requested	Funds from Other Sources	TOTAL PROJECT BUDGET
Lindens Foundation	\$5,000	\$0.00	\$5,000
Lindens Attic Renovation	\$8,000	\$0.00	\$8,000
Lindens Rear Porch Repairs	\$20,000	\$0.00	\$20,000
Lindens Rear Porch Roof – Replace	\$4,200	\$0.00	\$4,200
Lindens Side Walkway to Rear Access Ramp	\$5,500	\$5,500	\$11,000
Russell Foundation	\$21,855	\$0.00	\$21,855
Russell Façade – Historic Spaulding Brick Repointing	\$147,946	\$0.00	\$147,946
Russell Façade – Structural	\$54,363	\$0.00	\$54,363
Brick Retaining Wall; Harvest Spaulding Brick for Façade	\$30,000	\$0.00	\$30,000
Russell Flat Roof & Skylight Repairs	\$24,000	\$0.00	\$24,000
Russell Gutter Repair	\$7,720	\$0.00	\$7,720
Russell Historic Front Door Repair	\$15,000	\$0.00	\$15,000
Russell Window Repairs	\$12,000	\$0.00	\$12,000
Mechanical & Electrical Engineers Consultation	\$25,000	\$0.00	\$25,000
Planning/Feasibility	\$4,000	\$0.00	\$4,000
Design/Engineering	\$10,000	\$0.00	\$10,000
Review/Permitting	\$6,000	\$2,000	\$8,000
Russell Interior Painting	\$0	\$2,500	\$2,500
Building Signage	\$0	\$5,000	\$5,000
Gallery Hanging System	\$0	\$3,000	\$3,000
Heated Slab at Front Entry	\$0	\$5,000	\$5,000
Tent Area Hardscape	\$0	\$24,000	\$24,000
Sculpture Garden	\$0	\$50,000	\$50,000
Security Fencing – Backyard	\$0	\$26,000	\$26,000
Security System – Key Fobs, Cameras, HDrive	\$0	\$25,000	\$25,000
Standby Generator	\$0	\$20,000	\$20,000
Domestic Hot Water System Replacement	\$0	\$2,500	\$2,500
Ventilation Fan – Pottery Room	\$0	\$3,000	\$3,000
<b>SUBTOTALS</b>	<b>\$400,584</b>	<b>\$173,500</b>	<b>\$574,084</b>
<b>Contingency (10%)</b>	<b>\$40,058</b>	<b>\$17,350</b>	<b>\$57,408</b>
<b>TOTALS</b>	<b>\$440,642</b>	<b>\$190,850</b>	<b>\$631,492</b>

selective removal, corrective work on structure, and reinstallation of brick. In addition to the structural concerns, the project includes the repointing of historic Spaulding brick. Our budget includes estimated costs for scaffolding, repair or replacement of the brick, washdown and repointing the entire façade/chimney.

- **Brick Retaining Wall** – The SRP engineer has recommended a consultation with the Plymouth Historic Commission to review options for repair of the brick retaining wall and possible harvesting of Spaulding brick for use in the building façade repair. Our budget includes an allowance for wall reconstruction and repair.
- **Foundation** – The SRP engineer has recommended a consultation with a structural engineer to review various structural conditions in question and provide recommendations for corrective work. Our budget includes estimated costs for a structural engineer, temporary shoring, selective removal, and new concrete foundation/footing below granite at corner.
- **Entry Doors** – Repair and restoration of the wooden front entry doors of the Russell Library building.
- **Window Repairs** – Windows on the rear of the Russell Library building are in need of repair.
- **Roof** – Repair of the leaking flat roof and skylight which has caused visible interior damage.
- **Gutter repairs** (identified in the SRP as Storm Water 3) – The SRP engineer has recommended replacement with copper gutters/downspouts at the time of the roof replacement.

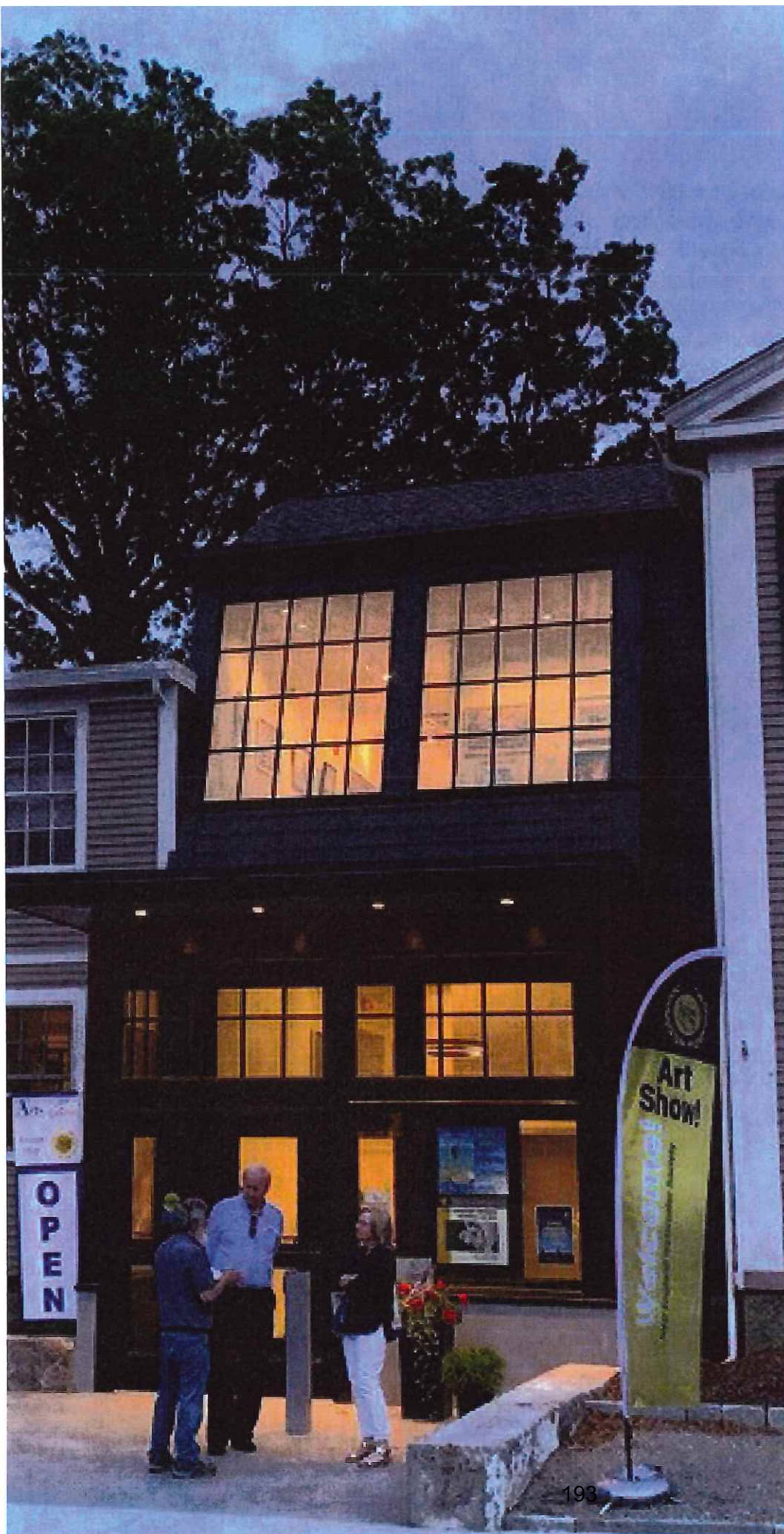
### The Lindens

- **Foundation** – The SRP engineer has recommended raking out joints where mortar has deteriorated and pointing the granite foundation. The engineer also suggested that if the open joint extends below grade, we may want to consider selective excavation and continue pointing.
- **Rear Porch & Roof** – Due to age and degraded condition, PCA leadership has determined the need to repair the decking, add railings, and replace roof of The Lindens back porch.
- **Attic Renovations** – Remove exposed legacy knob-and-tube wiring and ensure it is completely disconnected from the upgraded electrical system. Remove unused plumbing fixtures. Create storage space for costumes and sets to support the Americana Theater (and other potential performing arts groups). Ensure the structural integrity of the floors and walls, in particular the overhanging bay window in the rear of the building.

### Grounds and Complex-Wide Improvements

- **Building Safety & Security**
  - Secure Building Access (key fobs, cameras, hard drive) – The building's outdated security system should be upgraded to ensure the safety and security of the building and its contents. The budget includes a preliminary estimate for a security system with 10 cameras and hard drive storage.





**FISCAL YEAR  
2022-2023  
APPLICATION FOR  
CPA FUNDING**

***Project:***

Sustained Preservation –  
Repair, Restore & Enhance

***Submitted to:***

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

***Submitted by:***

Plymouth Center for the Arts  
11 North Street  
Plymouth, MA 02360



June 29, 2023

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## CONTENTS

- Project Description
- Special Requirements and/or Impediments
- Project Budget
- Project Timeline
- Supporting Information
- Property Title Information
- Contacts
- Attachments

## PROJECT DESCRIPTION

**Following is a detailed description of *Project: Sustained Preservation* explaining how our proposal benefits the Town of Plymouth and how it meets CPA goals and selection criteria for Historic Preservation projects.**

Plymouth Guild, Inc. took possession of our historic property at 11 North Street (the former Plymouth Public Library, built in 1902, and attached Lindens Building, which sits on an 18<sup>th</sup> Century foundation) in 2007, with funding support from the Town of Plymouth via the Community Preservation Act. At that time, the property was in disrepair, following a series of owners and tenants after the public library moved to a new building in 1991. With the support of Plymouth's Community Preservation Committee and CPA funds, in combination with funding from other grantors and donors, a team of volunteers, local artists and local contractors worked passionately to transform the tired property into a vibrant functioning space with galleries, art studios, classrooms and an Artisan Shop.

Our vision for *Project: Sustained Preservation – Repair, Restore & Enhance* is the same today as it was when we accepted responsibility for stewardship of our historic property in 2007 – create a safe, secure, accessible and welcoming environment where our community and visitors from near and far can visit to experience and create art.

In July 2020, the Plymouth Guild, Inc. and the Town of Plymouth entered into a Preservation Restriction Agreement. This agreement affirms the historic significance of the property, stating that Plymouth Guild, Inc. and the Town of Plymouth “*recognize the architectural, historic, and cultural values hereinafter ‘preservation values’ and significance of the Building [Russell Library and The Lindens], and have the common purposes of preserving the aforesaid preservation values and significance of the exterior of the Building in the context of its new use*” [as a community cultural center].

Evidence of our commitment to preserve our historic property is the successful completion in 2021 of a major accessibility project, which was also supported by CPA funds. The project included the installation of an elevator, providing ADA-compliant access to all floors of the art center complex. We also made ADA-compliant upgrades to our restrooms, common areas and staircases, and upgraded, plumbing, electrical and other facility systems and features.

### **Continued Stewardship of Our Historic Property**

Having successfully completed our accessibility project, we have begun to turn our attention to other repair and restoration priorities. In 2022, with a grant from the Mass Cultural Council, we initiated a Systems Replacement Plan (SRP) project to identify and prioritize the capital maintenance needs of our historic property. A survey of the building envelope and mechanical systems by an independent engineering consultant resulted in a 20-year plan that includes the estimated usable-life expectancy and the approximate replacement costs of the building's structural envelope and systems.

This 20-year plan identifies a number of priorities that require immediate attention (within the next three years). These items, in combination with additional priorities identified by our Board of Directors, Facilities Committee and Finance Committee for the continued improvement of the property to support its purpose as a community arts center, serve as the basis for this application for CPA funding support.

In addition to the urgency identified for key elements of our project, the bundling of the varied elements of restoration and repair into a single focused project enables us to limit the disruption to downtown residents and adjacent businesses, art center visitors, tourists, and the Plymouth Bay Cultural District by tackling them simultaneously rather than stringing them out over the course of a lengthier timeframe.

### **Project Elements**

Our overarching objective of this project is to address needed repairs, restoration and upgrades that will preserve and enhance the property for generations to come. Our project includes the following key elements:

#### **Russell Library**

- **Façade** – Repair and restoration of the Russell façade. The historic brick façade is separating from the building. This represents a serious structural concern, for which we will consult with a structural engineer to review various structural conditions in question and provide recommendations for corrective work. We have a preliminary cost estimate from the SRP engineer for costs associated with engaging a structural engineer, temporary shoring,

- Standby Generator – The art center requires a standby generator as a source of backup power in the event of an emergency (for life safety equipment, elevator, emergency lighting and heating).
- Security Fencing – There is a need to install fencing in the rear of the property to provide increased security for the property overall and for the artwork to be displayed in the planned Sculpture Garden.
- Final Hookup of Heating Pad under pavers at front door (installed during accessibility renovation) to create a safe entry for visitors with efficient removal of ice and snow.
- **Indoor Improvements**
  - Domestic hot water system – The SRP engineer has recommended immediate replacement of the domestic hot water system, which has surpassed its useful life.
  - Electrical and Mechanical Engineering Consultants – The SRP engineer has recommended a consultation, building assessment and recommendations by mechanical and electrical engineers.
  - Interior Painting
  - Gallery Hanging System
  - Ventilation Fan for Pottery Room
- **Outdoor improvements** to create more usable space and expand access to more areas of our property.
  - Accessibility improvements – ADA access is provided through the front entrance of the connector building which meets accessibility requirements. However, PCA leadership believes it is important to provide access to more of the outdoor spaces of our property, such as the gardens, rear deck and planned Sculpture Garden. The SRP engineer has recommended the installation of a concrete pad at the bottom of the rear deck access ramp. We wish to connect the side walkway from the street to this concrete pad and the rear access ramp.
  - Outdoor building signage – design and install building signage to clearly identify Plymouth Center for the Arts and reduce confusion for local visitors and tourists.
  - Expanded use improvements – design and install a new Sculpture Garden to display sculpture and Tent Area Hardscape for outdoor events and art classes. These two outdoor enhancements will expand the usable space of the property, providing additional opportunities to experience art.

## Our Mission

Plymouth Center for the Arts is a volunteer managed and operated nonprofit organization that believes cultural experience and the arts are essential to a vibrant, healthy community. We celebrate expression and creativity, as the arts bring people of all ages together, inspiring them to discover and learn. To support this mission, it is important that our art center be affordable and accessible. We also value preservation of our historic property to further enrich our community and beyond.

## Contributing to Economic Viability and Community Enrichment

Plymouth Center for the Arts is where art and history meet to create a cultural and social experience for all who visit. Located just a half block from Plymouth Rock, we serve all of Southeastern Massachusetts, as well as a strong national and international tourist population, with over 20,000 visitors per year. As the Town of Plymouth envisioned when granting the ground lease to Plymouth Guild, Inc., the Plymouth Center for the Arts now links the historic Plymouth waterfront to Main Street, benefiting residents, tourists, merchants and many other cultural organizations.

In addition to serving as an attraction for tourists, Plymouth Center for the Arts receives artwork submissions from across the region and around the world for our annual schedule of art shows. Many artists and art enthusiasts travel to Plymouth for our exhibits and other events, which include:

- Two signature annual art shows: PCA's Annual Juried Art Show (56 years running) and Fine Art of Photography Members Show
- Youth Art Show in collaboration with the Plymouth Public Schools
- A Different Vision (every three years), a tactile art show for the visually impaired
- Series of Indigenous art exhibits & lectures
- Annual Congressional Youth Art Exhibit
- Disability community-focused events, such as Art for All, The Arc of Greater Plymouth Photography Show, The Department of Developmental Services (DDS) Art Show
- Arts & crafts workshops, plein air painting, artist lectures, national art society exhibits
- Variety of performing arts programs, encompassing music, theatre and spoken word/poetry
- New England Watercolor Society annual exhibits (NEWS headquarters is now located in Plymouth Center for the Arts)

The community at large benefits from a vibrant and accessible arts and culture organization like Plymouth Center for the Arts, which is an anchor organization for the Plymouth Cultural District. This project allows us to reach beyond the Plymouth Cultural District and strengthens our capacity to impact the needs of our community in a number of ways, including:

- Strengthening our local economy – the arts are good for local businesses and create jobs; tourists seeking a cultural experience spend 60% more, on average, than other leisure travelers;
- Strengthening partnerships with organizations throughout our community – public schools, public library, Town Hall, congressional districts and agencies and nonprofits serving seniors and individuals with disabilities;
- Improving children's academic performance;

- Promoting health and wellbeing;
- Sparking creative thinking and problem solving; and
- Unifying our community, regardless of age, gender, race, income or physical ability.

For these reasons, it is incumbent upon us, as responsible custodians of our historic property, to make the needed repairs, restorations and upgrades that will ensure the historic and cultural value of our property is preserved and our art center remains a safe and welcoming community resource.

### **The Financial Need**

Today, Plymouth Center for the Arts is primarily supported by income from Memberships, Gallery Shows, Artists Fees, Art Education Programs, Youth Art Camps, and Retail Sales from our gallery exhibits and our Artisan Shop.

We believe it is critical to our future success as a community arts and culture center, that we invest now in needed repairs and upgrades to preserve our historic facilities for generations to come. This requires us to initiate our *Plymouth Center for the Arts Preservation Project*. CPA funding will enable us to complete our project without disrupting operations or sacrificing valued programming for our community.

### **Track Record of Fiscal Responsibility & Commitment to the Town of Plymouth**

In the 15 years since we took possession of the property at 11 North Street, our volunteers and partners have worked diligently to transform the former Russell Library and Lindens building into a vibrant community art center and beloved community resource. Our State legislators and leaders from the Mass Office of Travel and Tourism and Mass Cultural Council point to Plymouth Center for the Arts as a success story.

This would not have been possible without the unwavering support of the Town of Plymouth and its decision to award us the Community Preservation Act funds required to advance our mission. Twice the Community Preservation Committee has recommended Town Meeting fund major preservation projects that have been essential for creating a functioning and accessible facility. The first CPA project was the purchase of the property and funds for initial renovations that enabled us to open our doors in 2008 as Plymouth Center for the Arts. The second CPA-supported project was Elevate the Arts, our major accessibility renovation project that we successfully completed in 2021.

We ask that you consider our track record of fulfilling our commitments on these prior major restoration and renovation projects as you evaluate our current application for funds for *Project: Sustained Preservation*.

## SPECIAL REQUIREMENTS AND/OR IMPEDIMENTS

**Are there any special permit, variance or other approvals required? Are there any legal ramifications or impediments to this project?**

We will seek input and approval from the Plymouth Historic District Commission regarding several elements of our project:

- restoration of the historic entry doors of the Russell Library
- repair and repointing of the library's historic brick façade
- repair and replacement of windows

To our knowledge, there are no legal ramifications or impediments to this project.

## PROJECT BUDGET

**Detailed project budget including any additional revenue sources. Will there be any annual costs to the town once the project is operational?**

We do not anticipate any additional costs to the town once the project is operational.

Additional revenue sources we are pursuing:

- MOTT FY24 Destination Development Capital Grant – application submitted March 2023. Awards to be announced in the Summer of 2023.
- MCC Cultural Facilities Fund Capital Grant – application deadline January 2024
- Capital Campaign – we will seek donations from individuals, businesses and other donors to supplement grant funds awarded for this project.

## Project Budget

Spending Category	CPA Funds Requested	Funds from Other Sources	TOTAL PROJECT BUDGET
Lindens Foundation	\$5,000	\$0.00	\$5,000
Lindens Attic Renovation	\$8,000	\$0.00	\$8,000
Lindens Rear Porch Repairs	\$20,000	\$0.00	\$20,000
Lindens Rear Porch Roof – Replace	\$4,200	\$0.00	\$4,200
Lindens Side Walkway to Rear Access Ramp	\$5,500	\$5,500	\$11,000
Russell Foundation	\$21,855	\$0.00	\$21,855
Russell Façade – Historic Spaulding Brick Repointing	\$147,946	\$0.00	\$147,946
Russell Façade – Structural	\$54,363	\$0.00	\$54,363
Brick Retaining Wall; Harvest Spaulding Brick for Façade	\$30,000	\$0.00	\$30,000
Russell Flat Roof & Skylight Repairs	\$14,000	\$10,000	\$24,000
Russell Gutter Repair	\$7,720	\$0.00	\$7,720
Russell Historic Front Door Repair	\$7,500	\$7,500	\$15,000
Russell Interior Painting	\$0	\$2,500	\$2,500
Russell Window Repairs	\$12,000	\$0.00	\$12,000
Building Signage	\$0	\$5,000	\$5,000
Gallery Hanging System	\$0	\$3,000	\$3,000
Heated Slab at Front Entry	\$2,500	\$2,500	\$5,000
Tent Area Hardscape	\$0	\$24,000	\$24,000
Sculpture Garden	\$0	\$50,000	\$50,000
Security Fencing – Backyard	\$18,500	\$7,500	\$26,000
Security System – Key Fobs, Cameras, Hard Drive	\$0	\$25,000	\$25,000
Standby Generator	\$0	\$20,000	\$20,000
Domestic Hot Water System Replacement	\$2,500	\$0	\$2,500
Mechanical and Electrical Engineers Consultation	\$25,000	\$0	\$25,000
Ventilation Fan – Pottery Room	\$0	\$3,000	\$3,000
Planning/Feasibility	\$3,000	\$1,000	\$4,000
Design/Engineering	\$8,000	\$2,000	\$10,000
Review/Permitting	\$6,000	\$2,000	\$8,000
<b>SUBTOTALS</b>	<b>\$403,584</b>	<b>\$170,500</b>	<b>\$574,084</b>
<b>Contingency (10%)</b>	<b>\$40,358</b>	<b>\$17,050</b>	<b>\$57,408</b>
<b>TOTALS</b>	<b>\$443,942</b>	<b>\$187,550</b>	<b>\$631,492</b>

## PROJECT TIMELINE

We expect to initiate our project during the Summer of 2023, with the goal of completing all elements by the end of 2025. Key project milestones include:

- Summer-Fall 2023: Historic architectural consultation; design; engineering
- Winter 2023-2024: Historic District Commission review/approval; project bids; contract approval; permitting
- Spring 2024-Fall 2025: Contract work
- Winter 2025: Punch list; project conclusion; final report

## SUPPORTING INFORMATION

**Additional supporting information such as photographs, plot plans, and maps (if applicable).**

- ATTACHMENT 1 – Images
- ATTACHMENT 2 – Systems Replacement Plan (preliminary)
- ATTACHMENT 3 – Preservation Restriction Agreement

## PROPERTY TITLE INFORMATION

**Applicant must provide all title information for the property.**

- Notice of Lease: Doc 8999, Book 35569, Page 75, Rec Date: 2/4/2008 – Plymouth
- Deed: Doc 9000, Book 35569, Page 77, Rec Date: 2/4/2008 – 11 North St, Plymouth
- Agreement: Doc 39637, Book 54738, Page 55, Rec Date: 4/6/2021 – 11 North St, Plymouth





## CONTACTS

### QUESTIONS REGARDING PLYMOUTH CENTER FOR THE ARTS

Peg Page

President, Board of Directors

Plymouth Center for the Arts

508-944-0314

Page.margaret@comcast.net

### QUESTIONS REGARDING THE APPLICATION

Eileen Pacheco

Member, Board of Directors & Development Committee Co-Chair

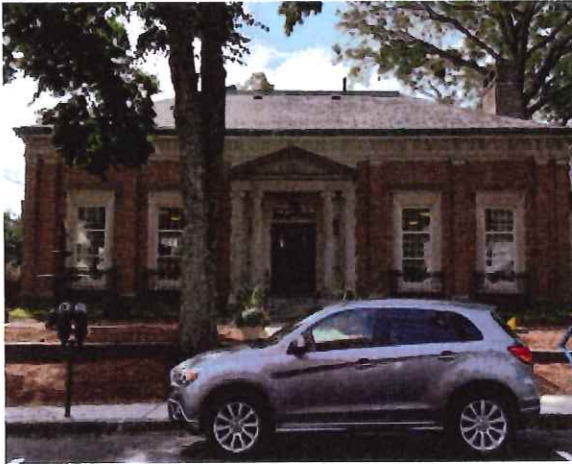
Plymouth Center for the Arts

508-254-1440

efpacheco@gmail.com or development@artsplymouth.org

## ATTACHMENT 1

### SUPPORTING INFORMATION: PHOTOS



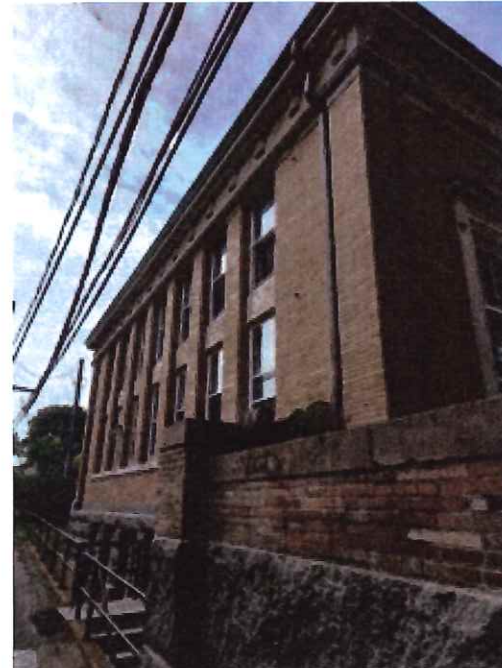
Russell Front Elevation



Russell – Spaulding Brick



Russell – Spaulding Brick



Russell – Spaulding Brick & Retaining Wall





Russell Foundation



Russell Retaining Wall – Harvest Brick & Repair



Russell Roof & Skylight



Russell Roof & Skylight





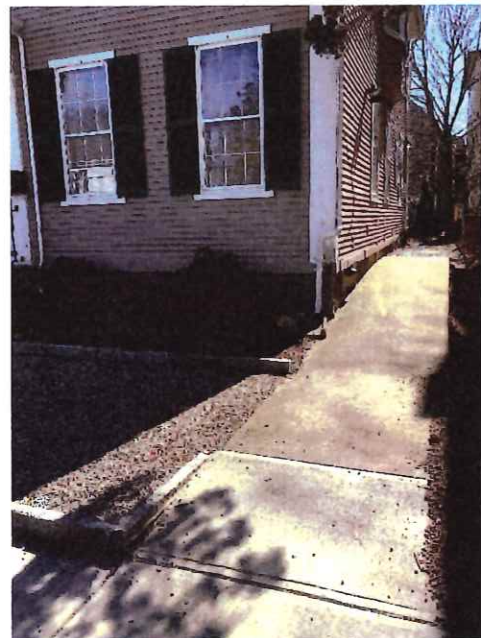
Russell Entry Doors – Require Restoration



Russell Leaking Skylight - Repair, Repaint Interior



Rear Accessibility Ramp – Needs Cement Pad Landing



Lindens Side Walkway –  
To Tie into Rear Accessibility Ramp

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Linens Rear Porch & Roof /  
Tie In Access Ramp to West (Left) Side Walkway



Lindens Rear Porch



Plymouth Community Preservation Committee  
**FISCAL YEAR 2022-2023 APPLICATION**  
**For Plymouth Center for the Arts**  
*Project: Sustained Preservation – Repair, Restore & Enhance*

## **ATTACHMENT 2**

### **SUPPORTING INFORMATION: SYSTEMS REPLACEMENT PLAN**

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# Plymouth Center for the Arts

## 20-Year Systems Replacement Plan

### PRELIMINARY - APRIL 2023

2023	FIRST YEAR OF PLAN
\$0	OPENING BALANCE OF RESERVE FUND
3.00%	INFLATION ON PROJECT COSTS
0.00%	INTEREST ON RESERVE BALANCES

20-Year Reserve Requirement*	1,315,540
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\* value includes inflation and interest assumptions above

Description	Quantity SF / # units	Cost per Unit	Age	Life	Total Cost	Comments
<b>ROOF</b>						
Pitched Roof-Lindens Asphalt System	284	\$10	14	25	\$2,840	Consider replacement at the end of the useful life.
Pitched Roof-Lobby Building Asphalt System	844	\$10	2	25	\$8,440	Useful life extends beyond the Capital Reserve Period. Cost estimate provided for budgetary purposes.
Pitched Roof-Connector Building Asphalt Roof System	1100	\$10	2	25	\$11,000	Useful life extends beyond the Capital Reserve Period. Cost estimate provided for budgetary purposes.
Pitched Roof-Russell Build Slate Roof	4000	\$25	16	50	\$100,000	Roof is in fair condition although leaks reported. Cost estimate provided for budgetary purposes.
Flat Roof-Lobby Building EPDM Roof	400	\$15	2	15	\$6,000	Recommended at the end of the useful life
Flat Roof-Russell Building	480	\$50	16	30	\$24,000	Recommended inspection of the flat roof system to determine condition. Estimate provided.
Storm Water 1	200	\$12	14	25	\$2,400	Recommend replacement at the time of the roof replacement in Year 11. Cost estimate includes removal and replacement. Note:
Storm Water 2	345	\$12	2	25	\$4,140	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Storm Water 3	386	\$20	14	25	\$7,720	Cost estimate includes removal and replacement; our recommendation is for copper gutters/downspouts - recommend keeping the cost as submitted in report
					\$0	
<b>WINDOWS</b>						
Wood Frame Divided Lite Non-Insulated Glass Windows	388	\$150		25	\$58,200	Recommend restoration on an as-needed basis. Cost estimate includes removal of existing door and frame. Installation of new including door hardware to comply with Landmark/Historic District requirements.
Wood Frame Divided Lite Insulated Glass Windows	120	\$85	2	25	\$10,200	Recommend restoration on an as-needed basis. Cost estimate includes removal of existing door and frame. Installation of new including door hardware to comply with Landmark/Historic District requirements.
Wood Frame Divided Lite Insulated Glass Windows	267	\$85	2	25	\$22,695	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Wood Frame Divided Lite Non-Insulated Glass Windows	581	\$150	2	25	\$87,150	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Glass Block	36	\$35	2	40	\$1,260	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Storefront Windows	150	\$100	2	25	\$15,000	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Interior Vision Panels	100	\$100	2	25	\$10,000	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
					\$0	
					\$0	
<b>DOORS</b>						
Linden Rear Doors	2	\$6,500		25	\$13,000	Recommend restoration on an as-needed basis. Cost estimate includes removal of existing door and frame. Installation of new including door hardware to comply with Landmark/Historic District requirements.
Exterior Wood Frame Panel Door	1	\$1,500		25	\$1,500	Recommend restoration on an as-needed basis. Cost estimate includes removal of existing door and frame. Installation of new including door hardware to comply with Landmark/Historic District requirements.
Composite Frame Insulated Glass Entry Door	1	\$2,000	2	25	\$2,000	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Storefront Entry Doors-Pair	1	\$7,500	2	25	\$7,500	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Storefront Vestibule Doors-Pair	1	\$7,500	2	25	\$7,500	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Storefront Entry Door-Single	1	\$2,500	2	25	\$2,500	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Interior Wood Door-Single	43	\$850		25	\$36,550	Recommend replacement on an as-needed basis. Cost estimate includes removal of existing door and frame. Installation of new including door hardware.
Russell Front Door	2	\$6,000	20	21	\$12,000	
<b>ENERGY EFFICIENCY OF BUILDING ENVELOPE</b>						
Floor & Wall Cavity Insulation	9892	\$3	120		\$29,676	Recommend probing the exterior walls to determine whether or not the walls have insulation in place. If insulation is not in place and the cavity is sufficient we have provided an estimate for blown in insulation for consideration. Cost includes patching the holes from probes
					\$0	
<b>HVAC</b>						
Heating System	1000000	\$0	13	20	\$120,000	Recommend replacement at the end of the useful life. Cost estimate includes removal/disposal of existing units, all new piping, pumps, breeching and control wiring.
Air Conditioning System-The Russell Fan Coil Units	8	\$1,500	11	20	\$12,000	Recommend replacement at the end of the useful life. Cost estimate includes removal/disposal of existing units, all new piping, pumps, breeching and control wiring.
Air Conditioning System-The Russell Condensing Units	8	\$3,500	11	20	\$28,000	Recommend replacement at the end of the useful life. Cost estimate includes removal/disposal of existing units, all new piping, pumps, breeching and control wiring.
Mini-Split Air Conditioning Units-Lindens	6	\$3,500	1	15	\$21,000	Recommend replacement at the end of the useful life. Cost estimate includes removal/disposal of existing units, all new piping, pumps, breeching and control wiring.
Energy Recovery Ventilator	1500	\$18	2	15	\$27,000	Recommend consideration be given to installation of an energy recovery ventilation system (ERV) to provide sufficient air exchange and better air quality for building occupants. Cost estimate includes equipment, all new piping, electric connections.
Dehumidifier	1	\$4,500	11	15	\$4,500	Recommend replacement at the end of the useful life. Cost estimate includes removal/disposal of existing units, all new piping, pumps, breeching and control wiring.
Mechanical Engineer Consultation	1	\$10,000	5		\$10,000	An allowance has been provided for consultation, building assessment and recommendations by a mechanical engineer.
Ventilation Fan in Pottery Room (lower level Russell)	1	\$3,000	16		\$3,000	1,200 CFM for the ventilation of the Pottery Room. Cost to supply and install an inline 1200 cfm ventilator is estimated at \$3,000.
<b>ELECTRICAL/LIGHTING</b>						
Electrical Distribution	1	\$15,000		50	\$15,000	An allowance has been provided for consultation, building assessment and recommendations by a mechanical engineer.
Lighting	1	\$50,000	3	25	\$50,000	Lobby and Connector Buildings which extends beyond the useful life. Most overhead lighting was replaced in 2020 through MassSave program. The Russell and The Lindens have existing lighting that may require replacement or
Fire Alarm System	15000	\$4	1	15	\$60,000	Recommend replacement of the fire alarm system at the end of the useful life.
Security/Building Access Systems	1	\$25,000	16	15	\$25,000	systems would be when the exterior doors are replaced. An allowance has been provided including \$5,000 for access systems and \$20,000 for a security system with 10 cameras and hard drive storage.
Emergency Lighting and Exit Sign	1	\$10,000	1	25	\$10,000	Recommend replacement at the end of the useful life. An allowance has been provided.



Emergency Generator						Recommend consideration be given to an emergency generator for life safety equipment, elevator, emergency lighting and heating. An estimate for a 100KW gas fired generator including electrical work to add Emergency panels and transfer switch, as well as, gas piping and connections.
	1	\$60,000		25	\$60,000	
Main Entry Doors electrical hook up	1	\$1,500			\$1,500	coil is already installed in the sidewalk we can provide an allowance for a complete circuit from the panel to the point of connection provided the coils in the sidewalk are electric - \$1,500.
					\$0	
					\$0	
<b>PLUMBING</b>					\$0	
Bathroom Fixtures	8	\$750	1	25	\$6,000	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Backflow Prevention	1	\$3,500	1	25	\$3,500	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Ejector Pump	1	\$1,500	1	15	\$1,500	Recommend installation of backflow prevention if not currently in place. Replacement costs provided.
Domestic Hot Water	1	\$2,500	17	15	\$2,500	Replacement immediately recommended as the useful life has been surpassed
					\$0	
					\$0	
					\$0	
<b>FIRE SUPPRESSION</b>					\$0	
Compressor/Dry Alarm Valve	1	\$3,000	1	15	\$3,000	Recommend replacement at the end of useful life. Cost estimate includes removal and replacement.
Fire Extinguishers	6	\$150	0	5	\$1,200	Recommend charging the fire extinguishers annually. There should be two fire extinguishers per floor. Allowance provided for replacement
					\$0	
					\$0	
					\$0	
					\$0	
<b>ACCESSIBILITY</b>					\$0	
Building Entry-Ramp	1	\$750	2	20	\$750	Recommend installation of concrete pad at the bottom of the ramp.
					\$0	
					\$0	
<b>EXTERIOR WOODWORK</b>					\$0	
Exterior Trim-Lindens	1	\$44,991	11	25	\$44,991	Recommend replacement/restoration at the end of the useful life. A cost allowance has been provided. Detail costs are detailed under Woodwork tab in this report.
Exterior Trim-Lobby Building	1	\$9,919	1	25	\$9,919	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Exterior Trim-Connector Building	1	\$40,362	1	25	\$40,362	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Exterior Façade-The Lindens	2920	\$14	11	20	\$40,880	Recommend that areas showing wear and peeling of the paint be addressed immediately. Otherwise, recommend replacement at the end of the useful life. Cost estimate includes removal and replacement.
Exterior Façade-Lobby Building	1400	\$14	2	20	\$19,600	Recommend that areas showing wear and peeling of the paint be addressed immediately. Otherwise, recommend replacement at the end of the useful life. Cost estimate includes removal and replacement.
Exterior Façade-Lobby & Connector Building	1700	\$14	2	20	\$23,800	Recommend that areas showing wear and peeling of the paint be addressed immediately. Otherwise, recommend replacement at the end of the useful life. Cost estimate includes removal and replacement.
					\$0	
					\$0	
					\$0	
					\$0	
<b>CONSTRUCTION ISSUES AND CONCERNS</b>					\$0	
Foundation-The Lindens	1	\$5,000	190	50	\$5,000	Recommend raking our joints where mortar has deteriorate and pointing the granite foundation. If the open joint extends below grade may want to consider selective excavation and continue pointing. An allowance has been provided.
Foundation-The Russell	1	\$20,000	47	50	\$20,000	Recommendations for corrective work. Cost estimate is provided as follows: Structural Engineer - \$5,000, Temporary shoring - \$2,000, selective removal - \$5,000, new concrete foundation/footing below granite at corner - \$5,000
Façade-The Russell (structural)	1	\$50,000	47	50	\$50,000	question and provide recommendations for corrective work. Cost estimate is provided as follows: Structural Engineer - \$15,000, Temporary shoring - \$5,000, selective removal - \$15,000, Corrective work on structure - \$5,000 and
Façade-The Russell (spaulding brick)	5412	\$25	47	50	\$135,300	Recommend repairing or replacing the Spaulding brick. Report the entire façade/chimney. Cost estimate includes scaffolding, pointing and wash down.
Retaining Wall	100	\$300	120	50	\$30,000	Recommend consultation with the Landmark/Historic Counsel to review option for repair an possible harvesting of brick for use in the building façade repair. An Allowance for wall reconstruction and repair is provided.
					\$0	
<b>GENERAL</b>					\$0	
Floor Finishes-The Russell Classroom	672	\$6	16	15	\$4,032	Recommend replacement on an as-needed basis. Cost estimate includes removal and replacement.
Floor Finishes-Lindens and Russell Wood Flooring	3556	\$2	16	5	\$7,112	Sand, stripe and apply new finish every five (5) years.
Floor Finishes-Porcelain tile/ceramic	529	\$25	2	26	\$13,225	Useful life extends beyond the Capital Reserve Period. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
Floor Finishes-Roppe Vinyl Floor	800	\$7	2	20	\$5,600	Recommend replacement at the end of useful life. Cost estimate includes removal and replacement.
Floor Finishes-Engineered throughout all buildings	4685	\$10	20	20	\$46,850	Recommend replacement on an as-needed basis. Cost estimate has been provided for budgetary purposes. Cost estimate includes removal and replacement.
<b>UPDATES:</b>					\$0	
Back Porch	1	\$20,000	20	21	\$20,000	
Main Entrance: Heating Pad Beneath Pavers	1	\$5,000	2	21	\$5,000	Hookup installed electrical for heated slab outside main entry doors.
Rear porch & roof (Lindens)	280	\$15			\$4,200	porch roof of the Lindens we would estimate the roof replacement as follows - 280sf @ \$15/sf for a total of \$4,200 which includes removal, replacement of damaged/rotted roof decking and installation of new over leaf/water
Lindens Side walkway for accessibility	600	\$12	16		\$6,000	requirements. However, we are providing an estimate for the sidewalk extension to the accessibility ramp in the rear of the connector building as follows: Concrete walk approximately 600sf x \$12/sf = \$6,000.
Russell Pair of Entry Doors	1	\$7,500			\$7,500	Restoration of The Russell entry doors - \$5,000 to \$7,500





## ARTICLE 9D:

### **ARTICLE 9D: CPC Historical- Pilgrim Hall**

To see if the Town will vote to appropriate from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds or borrow the sum of \$3,200,000, or any other sum, as a grant to Pilgrim Hall Museum for the preservation, rehabilitation and restoration of the Pilgrim Hall Museum located at 75 Court Street including all incidental and related costs, and further to authorize the Select Board to enter into a grant agreement with Pilgrim Hall Museum, for such purposes, which grant agreement shall include but not be limited to the requirement that the Town of Plymouth be provided with an historic preservation restriction in said property in accordance with G.L. c. 44B, §12 and meeting the requirements of G.L. c. 184, §§ 31-33 and to authorize the Select Board to accept such restriction, with such restriction being held under the care, custody and control of the Historic Commission, or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

### **RECOMMENDATION: Approval \$3,200,000 (9-4-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9D. Approval of this Article will authorize the Town to borrow said funds to grant to the Pilgrim Hall Museum for the restoration, rehabilitation, and preservation of the Pilgrim Hall Museum located at 75 Court Street.





## TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

# MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee  
From: The Community Preservation Committee  
Date: Friday August 4, 2023  
Re: ANNUAL FALL TM 2023: CPA Article 9D

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**ARTICLE 9D:** To see if the Town will vote to appropriate from FY2024 Community Preservation Fund revenues, transfer from Community Preservation available funds or reserves, or borrow the sum of \$3,200,000, to grant to Pilgrim Hall Museum for the preservation, rehabilitation and restoration of the Pilgrim Hall Museum located at 75 Court Street, including all incidental and related costs, and further to authorize the Select Board to enter into a grant agreement with the Pilgrim Hall Museum, for such purposes, which grant agreement shall include but not be limited to the requirement that the Town of Plymouth be provided with an historic preservation restriction in said properties in accordance with the G.L. c.44B, Section 12 and meeting the requirements of G.L. c. 184, Sections 31-33, and to authorize the Board of Selectmen to accept such restriction, with such restriction to be held under the care, custody and control of the Historic Commission, or take any other action relative thereto.

### **COMMUNITY PRESERVATION**

#### CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted 8 in favor 1 opposed of Article 9D at its meeting held Thursday August 3, 2023

#### SUMMARY & INTENT:

The intent of Article 9D is to use the Community Preservation Fund undesignated fund balance for the restoration, rehabilitation and preservation of Pilgrim Hall Museum. Pilgrim Hall Museum is the oldest Museum in North America and is Plymouth 's greatest repository of historical collections and archives. The restoration will help expand the potential and vitality of a nationally visible anchor institution, and will create economic and educational benefits for our community. The Library is a unique gathering space for public programs, presentations, meetings and events.



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: Pilgrim Hall Museum Roof/Skylight Project

Applicant Name: Pilgrim Society (Pilgrim Hall Museum)

Address: 75 Court Street, Plymouth MA 02360

Phone #: (508) 746-1620, ext. 2 E-mail: director@pilgrimhall.org

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.

Donna D. Curtin

Print Name

Donna D. Curtin  
Signature

July 11, 2023  
Date



DDC  
Initial here



FISCAL YEAR 2022-2023 APPLICATION

Project Name: Pilgrim Hall Museum Roof/Skylight Project

CPA Funding requested: \$ \$3,200,000 If the amount is unknown, will an appraisal be needed?

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

Total project cost: \$ \$5,267,000

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

Lot and Plot: 103, 104, 105

Assessors Map #: Map #17

Number of acres in parcel: 1

Number of proposed housing units: \_\_\_\_\_

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

Describe restrictions below:

See preservation deed restriction, 18 June 1996, Plymouth County Registry of Deeds, Bk 14444 Pg 325

The deed restriction on the property requires permission from the Massachusetts Historical Commission for any alterations which are not of a minor nature, part of ordinary maintenance and repair, or which involve structural stabilization.

Project Sponsor/Organization: The Pilgrim Society, dba Pilgrim Hall Museum

Contact Name: Donna D. Curtin, Executive Director

Address: 75 Court Street, Plymouth MA 02360

Phone #: (508) 746-1620, ext. 2

E-mail: director@pilgrimhall.org

Donna D. Curtin  
Applicant Signature

July 11, 2023  
Date submitted

APPLICATION REQUIREMENTS:

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

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



Doc  
initial here

## Pilgrim Hall Museum Project Description

Pilgrim Hall Museum (PHM) is a landmark of historic Plymouth Center and a significant historical resource for the town, the region, and beyond. As one of the oldest public buildings in the Town of Plymouth and the oldest continuously operating public museum in America, PHM is of state and national significance. The Museum is listed on the State and National Registers of Historic Places. Pilgrim Hall's collection includes unique surviving objects, books and manuscripts belonging to the *Mayflower* Pilgrims, their descendants, and the Indigenous Wampanoag people along with other artifacts, works of art, and archival materials of national significance. Pilgrim Hall Museum's Greek Revival design distinguishes it from Plymouth's contemporaneous 1820 Court House with its Federal style brick façade, and most other buildings in Plymouth. The Museum has served as a prominent destination for local, national, and international visitors for 199 years. As a unique and important cultural resource in Plymouth, Pilgrim Hall Museum readily meets the Community Preservation criteria for historic projects.

Accredited by the American Alliance of Museums, the Museum serves a wide range of public audiences as a local, regional, and national resource on early Plymouth history. Each year, Pilgrim Hall Museum provides archival, library, and online resources for hundreds of Massachusetts residents and others, including academic, independent, and student researchers. The Museum offers a wide range of public programs and lectures, is free to Plymouth residents, and offers at least one free day annually to the general public.

Since 1824, Pilgrim Hall Museum has been a destination venue for the Town of Plymouth. The Museum played a fundamental role in the development of the town's travel/tourism industry and continues to contribute to the cultural and economic vitality of the Southeastern Massachusetts region, attracting repeat visitation and a variety of audiences. The Town of Plymouth hosts an estimated 800,000 annual national and international visitors per year, with Pilgrim Hall Museum welcoming a visiting public of about 28,000 guests annually. The Museum is active in Plymouth's growing community, serving as a meeting venue for local non-profit and civic organizations and engaging both established and new residents as members and volunteers.

Through its collections and public activities, Pilgrim Hall Museum is an essential gateway for engaging Plymouth's distinctive history and the story of America's beginnings in Massachusetts. The Pilgrim Hall Renovation project seeks to ensure that this valuable Massachusetts resource is preserved and available for current and future generations to utilize in fostering deeper understandings of the complex and multi-faceted history of the Commonwealth.

## Roof/Skylight Replacement & Systems

Pilgrim Hall Museum's Roof/Skylight Project will address serious building needs and significantly enhance the historic, nearly 200-year old Pilgrim Hall. The preservation/rehabilitation project is driven by the failed condition of the slate roofing and 1914 skylight directly over the main gallery and its priceless works of art. The existing slate roof, comprised of many different types of slates installed at different time, is an unstable patchwork that reflects continual selective repair/replacement over many generations. The project proposes a full replacement of the main building slate roof, as well as full replacement of the compromised membrane roof of the 1905 Library wing and adjacent gallery, to make the building watertight and preserve the structure and its contents with a new 100-year-life roof.

The project includes the replacement of the copper-clad main hall skylight, originally installed in 1914 to provide lighting for the building interior. The glazing of the aging skylight was covered over with plywood several decades ago. In late 2021, the skylight structure developed significant leaks and was covered with EPDM membrane as an emergency response to protect the gallery of artworks beneath it. The proposed project will remove the deteriorated structure and reconstruct a feature of the same dimensions to maintain the building's historic roof profile. The replicated skylight feature will be roofed with copper sheathing to provide longer-term weather protection for the building and collections, and no longer be glazed. This evolution in design retains the historic feature in a new, weathertight iteration. An innovative lighting feature, recreating the visual appearance of the skylight, will be installed in the apex of the gable shaped ceiling, with programmable settings creating the effects of natural light – but without the danger of leaking or deleterious effects of ultra-violet light on historic artworks and artifacts.

As the skylight originally factored into the interior lighting of the building, the Museum's antiquated lighting systems will be redesigned to recreate the effect of natural daylight and for conservation purposes. A museum-quality lighting system will be implemented for improved conservation and visibility in the main galleries. In addition, more efficient and historically sensitive AC systems and duct installation will preserve historical collections and allow the gallery's original iron trusswork and recreated skylight to be viewed without the intrusive obstruction of the large air conditioning duct presently running down the spine of the ceiling, immediately below the skylight. A pair of oval shaped ducts tuck into the framework of the iron trusses and serve as mounting for track lighting illuminating the artwork and artifacts. The goal is proper climate for artwork and artifacts and preservation of the integrity of this very early and important display gallery. In addition, the experience for visitors and guests attending programs and events in the gallery will benefit from a reduction in air-flow related noise.



The roofing construction necessitates the removal, relocation, storage, and remedial conservation treatment of artworks in the Main Gallery, including monumental paintings, sculptures, and early American decorative arts and furnishings, in accordance with professional conservation standards. It also involves the dismantling of built-in exhibition components, which triggers the need for a scope of exhibit redesign, to be part of the Museum's matching share in the project.

Pilgrim Hall Museum has engaged Spencer Preservation Group as project architects. They have retained experienced consultants including LAM Partners, a high-level museum lighting design firm, GGD Consulting Engineers, skilled mechanical engineers. The team has completed the initial stages of design in close collaboration with the PHM Building committee chaired by David Peck and Donna Curtin. This resulted in approved schematic and design development plans that served as the basis of cost estimating by experienced contractors. The next steps are to develop project plans and specifications, produce comprehensive construction documents for bidding by qualified contractors; oversee bid process/selection; provide construction administration services and closeout.

Spencer Preservation Group will oversee construction and provide historically sensitive, high-quality design and oversight to the entire effort, throughout the project implementation and construction.

There are no legal ramifications or impediments to this project. Project approval is expected to be secured from the Plymouth Historic District Commission and the Massachusetts Historical Commission in advance of Town Meeting. An advisory review with the Historic District Commission is scheduled for their meeting on July 26 preparatory to a formal hearing. Project Notification will be concurrently submitted to the Massachusetts Historical Commission.

There are no additional costs to the Town of Plymouth once the project is complete. Pilgrim Hall Museum's general operating revenue supports a well monitored annual maintenance schedule; over the past 10 years, in addition to routine maintenance and upkeep, the Museum has invested over \$900,000 in preservation projects and major facilities upgrades.

This CPA grant application requests support for this first phase of a larger Pilgrim Hall Museum rehabilitation project. A subsequent, separate phase of work will focus on comprehensive exhibit redesign/installation in other galleries, and most significantly, the rehabilitation of the Pilgrim Hall Museum archives, a repository of approximately 35,000 historical manuscripts, documents, photographs, and other materials on Plymouth history, to provide a 21<sup>st</sup> century level of stewardship for rare, fragile, and irreplaceable materials. The archival collection is housed in the basement of the museum's 1904 Library wing, which has never been fully modernized. Phase II will seek to restore and preserve original features (such as a vaulted Guastavino tiled ceiling) and provide new environmental and building systems and redesigned

layout, high density storage furniture, archival housing for collections, UV protection, security, and up-to-date technology for the archives area. The goal is to create a state-of -the-art facility to preserve records covering the full span of Plymouth’s 400-year history with a research area to provide access to historical materials.

The Phase II scope of work and cost estimate is not included in the grant request but is referenced to inform the Committee of plans for this additional stewardship investment planned by the Museum.

Preliminary budget estimate based on professional cost estimates at the schematic design level, timeline, and supporting documents are included as separate attachments in this application for the Committee’s review.

All phases of the project work will be designed to ensure the highest level of protection for significant historical artworks, archives, and artifacts within the Museum, and will involve coordination with Museum staff as well as exhibit designers and conservators.

**PHASE 1 Preliminary Project Budget & Project Timeline -see attached**

Significant contingencies and escalation are included in the project budget. The proposed schedule is based on a Fall 2024 construction start with work continuing into 2025. As a secondary temporary roof is in place to prevent water infiltration, the schedule could be adjusted if needed to accommodate the timing of availability of Community Preservation funds.

**PHASE 1 Projected Income Sources**

On June 25, 2023, Pilgrim Hall Museum’s Board of Trustees approved a \$6.4 million capital campaign effort to fund Phase I and II of a major preservation/rehabilitation project that includes the proposed Community Preservation project scope of work. An initial cash allocation totaling \$200,000 has been reserved for the proposed CPC project. Preliminary campaign fundraising began in June 2023 in advance of a public phase to be announced later in the year. As of early July, commitments of \$400,000 have been received. The Society is pursuing a range of funding sources, including grants, foundation gifts, sponsorships, and donations.

Grants	400,000
Foundations	250,000
Corporate Sponsors	152,000
State/Other Grants	75,000
Pledges/Donations	990,000 [\$400,000 in hand]
Cash Allocation in Hand	200,000
<u>CPC Grant (if approved)</u>	<u>3,200,000</u>
<b>Total Projected Income</b>	<b>\$5,267,000</b>

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# ► COST ESTIMATE



**Pilgrim Hall Museum**  
**PHASE I Roof, Main**



**Spencer Preservation Group**  
PRESERVATION ARCHITECTS

July 10, 2023

DIV. 01 - GENERAL REQUIREMENTS			REMARKS
	Protection of Objects in the Main Gallery & Library	\$50,000	Conservator's proposal
	Signage, logistics, disposal	\$30,000	
	Insurance	\$5,400	
		<b>SUBTOTAL</b>	<b>\$85,400</b>
DIV. 02 - EXISTING CONDITIONS			REMARKS
	Demolition	\$5,600	Conservator's proposal
	Staging, interior	\$20,000	Contractor estimate
	Staging and lifts, exterior	\$40,000	Contractor estimate
		<b>SUBTOTAL</b>	<b>\$65,600</b>
DIV. 04 - MASONRY			REMARKS
	<b>1824 Building</b>		
	Repoint 2 brick chimneys	\$30,000	SPG estimate
		<b>SUBTOTAL</b>	<b>\$30,000</b>
DIV. 07 - THERMAL AND MOISTURE PROTECTION			REMARKS
	<b>1824 Building</b>		Contractor estimate
	Slate+Underlayments		
	Gutters		
	Downspouts		
	Snow Pads		
	Copper flashings		
	<b>2008 Addition</b>		Contractor estimate
	EPDM+Insulation		
	Associated flashings		
	Gutters+Downspouts		
		<b>SUBTOTAL</b>	<b>\$1,400,000</b>
			Contractor estimate
DIV. 08 - OPENINGS			REMARKS
	<b>1824 Building</b>		
	Frame and sheathing for skylight infill, and framing for lighting system	\$50,000	Contractor estimate
		<b>SUBTOTAL</b>	<b>\$50,000</b>
DIV. 09 - FINISHES			REMARKS
	<b>1824 Building</b>		
	Drywall, framing, taping (skylight infill)	\$5,600	Contractor estimate
	Prep and paint the Main Gallery	\$15,000	
	Terrazzo floor restoration	\$14,500	
		<b>SUBTOTAL</b>	<b>\$35,100</b>

DIV. 15 - HVAC				REMARKS
1824 Building				
AC for the main Gallery & Library (existing heating system is retained)			\$189,500	Contractor estimate
		SUBTOTAL	\$189,500	
DIV. 16 - Electrical				REMARKS
1824 Building				
Lighting for the Main Galley and Library			\$300,000	Contractor estimate
		SUBTOTAL	\$300,000	
		SUBTOTAL	\$2,155,600	
	General Conditions: @	10% +	\$215,560	
	HARD COST SUBTOTAL		\$2,371,160	
	Overhead + Profit: @	10% +	\$237,116	
	SUBTOTAL		\$2,608,276	
	Payment + Performance Bonds: @	1% +	\$26,083	
	CONSTRUCTION COST SUBTOTAL		\$2,634,359	
	Contingency: @	20% +	\$526,872	
	Architecture/Engineering Fees: @	15% +	\$395,154	
	Escalation/inflation to 2024-25	20%	\$526,872	
	CONSTRUCTION PROJECT COSTS TOTAL		\$4,083,256	
	RELATED PROJECT COSTS			
	EXHIBIT DESIGN FOR THE ENTIRE MUSEUM		\$200,000	SPG Estimate
	EXHIBIT FABRICATION & INSTALLATION, MAIN GALLERY		\$350,000	SPG Estimate
	MAIN GALLERY: PACKING, HANDLING, TRANSPORT TO OFF-SITE STORAGE AND/OR CONSERVATION FACILITIES, MAJOR ARTWORKS		\$39,600	Conservator's proposal
	MAIN GALLERY: PACKING, HANDLING, STORAGE, SMALLER ARTWORK & OBJECTS, EXCESS VALUE INSURANCE		\$90,000	
	MAIN GALLERY: MICRO-CLIMATE ENCLOSURE FABRICATION & INSTALLATION, MAJOR ARTWORKS		\$25,000	SPG Estimate
	CONSERVATION OF OBJECTS AND ARTWORK BY QUALIFIED CONSERVATORS		\$440,620	Conservator's proposal
	LOSS OF REVENUE DUE TO CLOSING THE MAIN GALLERY		\$38,600	PHM Estimate from 2022 Admission Revenue (80%)
	EXHIBITION & CONSERVATION COSTS		\$1,183,820	
	COMBINED PROJECT COSTS		\$5,267,076	

Pilgrim Hall Museum Renovation Project  
Plymouth, MA  
J#138 011 00.00  
L#85014/Page 1/June 16, 2023

**HVAC SYSTEMS**

**SCHEMATIC DESIGN NARRATIVE REPORT**

The following is the HVAC Systems narrative, which defines the proposed scope of work and capacities of the HVAC Systems, as well as, the Basis of Design.

**CODES**

- A. All work installed under Division 230000 shall comply with the Commonwealth of Massachusetts Adopted Building Codes (IBC 2021, IMC 2021, International Energy Efficiency Based on IECC 2021), and all local, county, and federal codes, laws, statutes, and authorities having jurisdiction.

**DESIGN INTENT**

- A. All work is new and consists of furnishing all materials, equipment, labor, transportation, facilities, and all operations and adjustments required for the complete and operating installation of the Mechanical work and all items incidental thereto, including commissioning and testing.

**BASIS OF DESIGN**

- A. Project weather and Code temperature values are listed herein based on weather data values as determined from ASHRAE weather data tables and the International Energy Conservation Code 2018.
- B. Outside: Winter 7 deg. F, Summer 90 deg. F DB, 74 deg. F WB
- C. Inside: 70 deg. F +/- 2 deg. F for Heating, 75 deg. F +/- 2 deg. F (55% RH) for Cooling for Air Conditioned Areas. Unoccupied temperature setback will be provided (60 deg. F heating (adj.), 85 deg. F cooling (adj.).
- D. Outside air shall be provided at the rate in accordance with ASHRAE guide 62.1-2019 and the International Mechanical Code 2021 as a minimum.

**SYSTEM DESCRIPTION**

- A. Main Gallery:
1. The primary mechanical heating, ventilation and air conditioning system will utilize the existing two indoor air handlers and their associated air cooled condensers and refrigerant piping. However, all existing ductwork associated with the supply and return systems shall be removed. In total there appears to be approximately 1,500 lbs of existing ductwork that needs to be removed along with all associated insulation, three wall grilles and seven zone dampers. Refer to the attached existing HVAC drawing with notes for all ductwork and noted components to be removed. All this existing ductwork will be replaced and re-insulated. The new duct distribution system will require approximately 2,000 lbs of galvanized sheet metal ductwork with insulation and will connect to the existing air handling units. Cost estimate should include all necessary supports and hangers for the new ductwork. Below is a list of additional components/devices that will be required for the new design and are additional to the ductwork systems indicated above.



Pilgrim Hall Museum Renovation Project  
Plymouth, MA  
J#138 011 00.00  
L#85014/Page 2/June 16, 2023

- a. Five (5), new electrically operated zone dampers along with master controller.
- b. Three new wall mounted programmable digital thermostats.
- c. One hundred twenty five feet (125ft) of 40"x12" oval galvanized sheet metal ductwork, (two duct mains each at 60 ft long).
- d. Fifty feet (50ft) of 4" high sidewall diffuser to be mounted on the side of each of the new oval galvanized sheet metal duct mains.
- e. Four (4), new 14"x14" ceiling mounted egg crate grilles, two of these grilles will require new floor openings.
- f. One new 36"x36" wall mounted return grille.
- g. Reconnect new ductwork to existing air handling units including the make up air unit.
- h. Start-up for two air handling units and one make up air unit.
- i. Testing and Balancing for two air handling units and one make up air unit.
- j. Automatic Temperature control wiring between zone dampers and master controller, as well as three new thermostats.
- k. Cutting/patching through floors/walls should be included within the cost estimate.

B. Library:

- 1. The Library space is currently served with a wall mounted heat pump unit which provides air conditioning for the space. Ventilation air is provided through operable windows and heating is accomplished by existing cast iron radiators. The existing wall mounted heat pump, associated outdoor air cooled condenser and refrigerant piping shall be removed. The existing cast iron radiators shall remain and be reused for backup heating. The new primary mechanical heating, ventilation and air conditioning system will consist of one roof mounted air handling unit with a capacity of 1,200 CFM, 3 tons of cooling and 100 MBH gas fired furnace. The unit will be provided with an energy recovery wheel, MERV 14 filters, outside air intake with weather hood, supply and exhaust fans with premium efficiency motors and factory mounted VFD's. In addition to the rooftop air handling unit, the following components/devices will be required for the new design.
  - a. One new wall mounted programmable digital thermostat.
  - b. Thirty feet (30ft) of 24"x10" rectangular galvanized sheet metal supply ductwork including insulation, hangers and supports. Fifteen feet of that length will be roof mounted ductwork and will require extra insulation and weather proof wrapping.
  - c. Thirty feet (30ft) of 24"x10" rectangular galvanized sheet metal supply ductwork including insulation, hangers and supports. Fifteen feet of that length will be roof mounted ductwork and will require extra insulation and weather proof wrapping.
  - d. One new 48"x24" wall mounted double deflection diffuser.
  - e. One new 48"x24" wall mounted return register.
  - f. One roof mounted vibration and seismic roof curb with sound package.
  - g. Start-up for one air handling unit.
  - h. Testing and Balancing for one air handling unit.
  - i. Automatic Temperature control wiring between unit's master controller and new thermostat.
  - j. Rooftop unit mounting and cutting/patching through roof/walls should be included within the cost estimate.

May 9, 2023

Ms. Donna Curtin  
Pilgrim Hall Museum  
75 Court Street  
Plymouth, MA 02360

Re: Pilgrim Hall Museum Roof  
Plymouth, MA

Greenwood Industries, Inc. is pleased to provide pricing for the above project. Our pricing is based on our site visit.

**Scope of Work:**

- Scaffold the eave sides of the sloped roofing and around the chimneys.
- Remove and dispose of existing slate roof.
- Furnish and install high temperature ice and watershield over the entire surface of the sloped roof.
- Furnish and install new 12 x 20" Slate to closely match the existing in both size and color.
- Fabricate new 20-ounce red copper drip edges, ridge caps, gutters and downspouts to replace the existing.
- Demo and install new framing to match existing at the skylight assembly.
- Fabricate and install 20-ounce red copper roofing and siding panels at the new skylight assembly.
- Remove and dispose of existing EPDM roofs.
- Furnish and install 1/2" substrate board and 10 mil poly vapor barrier.
- Furnish and install 2 layers of 2.6" polyisocyanurate insulation.
- Furnish and install 1/2" coverboard, mechanically attached to the roof substrate.
- Furnish and install black 90 mil, non-reinforced EPDM, fully adhered to the cover board.
- Flash all penetrations currently on the roof.
- Furnish and install blocking as necessary to complete the roofing installation.
- Furnish and install 20-ounce red copper roof edge metals and Gutter to terminate the roof edges.
- Furnish manufacturer's 20-year warranty on the EPDM roof system.
- Tuckpoint the 2 chimneys on the sloped roof area.
- Furnish town of Plymouth MA Building Permit

For this work, we quote the sum of: **\$ 1,407,000.00**

**Exclusions/Clarifications:**

1. Payment and Performance Bond is excluded. Sales tax is included.
2. Dumpsters, sanitary and hoisting facilities are included.
3. Police details, if required, are excluded.
4. Metal flashings other than those used for roof termination are excluded.
5. All work is to be completed during normal working hours.
6. All Electrical, TEL/Data, cellular, mechanical and plumbing disconnections and reconnections are by others.
7. Winter conditions and snow removal are excluded.

If you have any questions or comments regarding this proposal, please contact me at 781-883-0194 or by e-mail at [eroth@greenwood-industries.com](mailto:eroth@greenwood-industries.com).

Regards,

Eric Roth

## ARTICLE 9E:

### **ARTICLE 9E: CPC Open Space- Land off Rocky Pond Road**

To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, eminent domain or otherwise, for open space and recreational purposes pursuant to G. L. c.44B and to accept the deed to the Town of Plymouth, of a fee simple interest or of land located off 36 Rear Rocky Pond Road in the Town of Plymouth comprised of 50 acres, more or less, shown on Assessors Map 91, Lot 4B and including Assessor's Parcel 091-000-004B-000, and further that said land be held under the care, custody and control of the Conservation Commission; and as funding therefor to appropriate \$175,000 for the acquisition and other costs associated therewith from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds and further to authorize the Select Board to grant a conservation restriction in said property in accordance with G. L. c. 44B, §12 meeting the requirements of G.L. c.184, §§31-33; and to authorize appropriate Town officials to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said purchase; or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

### **RECOMMENDATION: Approval \$175,000 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9E. Approval of this Article will authorize the Town to purchase 50.2 acres of land located at 36 R Rocky Pond Road for Open Space, and to grant a conservation restriction on said property.







## 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 Aug 3, 2023  
Re: FALL SPECIAL TM 2023: CPA Article 9E

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**ARTICLE 9E:** To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, eminent domain or otherwise, for open space and recreational purposes pursuant to G.L. c.44B and to accept the deed to the Town of Plymouth of a fee simple interest in land located off 36 Rear Rocky Pond Road Plymouth in the Town of Plymouth composed of 50.2 acres more or less being shown on Assessors Map 91 lot 4B, parcel ID 091-000-004B-000, said land to be held under the care, custody and control of the Conservation Commission; and further, to appropriate the sum of \$175,000 to undertake such acquisition; and to meet this appropriation raise this amount from FY2024 Community Preservation Fund revenues, or transfer from Community Preservation available funds or reserves; and further to authorize the Select Board to grant a conservation restriction in said property in accordance with G.L.c.44B, Section 12 meeting the requirements of G.L. c. 184, Sections 31-33; and to authorize appropriate Town officials to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said purchase, or take any other action relative thereto.

### COMMUNITY PRESERVATION COMMITTEE

#### CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously to support Article 9E at its meeting held Thursday July 27, 2023

#### SUMMARY & INTENT:

The Community Preservation Committee is recommending the purchase of property off Rocky Pond Road. The property is located at 36 Rear Rocky Pond Road. The property has been used as cranberry bogs. The resources will return to wetlands to further protect the water resource in the area. The property surrounds Grassy Pond. The property contains a diverse mix of wooded upland and defunct cranberry bogs. It is within multiple areas designated as ecologically significant, including: a Coastal Plain Pond, Vernal Pool, Core Habitat, Rare Species, Aquatic Core Buffer area and directly adjacent to Priority Habitats of Rare Species and Wildlife.



FISCAL YEAR 2022-2023 APPLICATION

Project Name: Grassy Pond/Rocky Hill Road Acquisition

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

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

Total project cost: \$ TBD

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

Lot and Plot: 4B

Assessors Map #: 91

Number of acres in parcel: 50.2

Number of proposed housing units: 0

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

Describe restrictions below:

There is a USDA "WRE" easement encumbering almost all of the subject Property. A copy of said easement is included with the application package.

Project Sponsor/Organization: Wildlands Trust

Contact Name: Scott MacFaden

Address: 675 Long Pond Rd. Plymouth, MA 02360

Phone #: 774-343-5121, ext. 107 E-mail: smacfaden@wildlandstrust.org

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.



**APPLICATION  
to the  
PLYMOUTH  
COMMUNITY PRESERVATION  
COMMITTEE**

**April, 2023**

**PROJECT: GRASSY POND/ROCKY POND ROAD  
ACQUISITION**

**LOCATION: 36 REAR ROCKY POND ROAD,  
PLYMOUTH**

**ACREAGE: Approximately 50.2 acres**

**CURRENT OWNER:**

**THE KAPELL PINNACLE WATERCOURSE TRUST  
JEFFREY H. KAPELL, TRUSTEE**

*Plymouth Assessors Reference: Map 91, Parcel 4B*

USDA office in West Wareham on MR. Kapell's behalf to obtain an update on programs available to cranberry growers, including the Wetlands Reserve Program ("WRE") Program. The WRE Program provides funding to purchase permanent easements on qualifying cranberry bog properties that permanently prohibit any type of development or active agriculture, but do allow for ambitious ecological restoration efforts. Mr. Kapell applied to the WRE Program, and finalized an easement with USDA that was recorded on July 27, 2021. A copy of the WRE document is included herewith in the Attachments section.

Mr. Kapell is interested in divesting the restricted fee simple interest in the Property to the Town of Plymouth. Accordingly, WLT is preparing and advancing this application on behalf of Mr. Kapell, and will help facilitate the project thereafter as needed.

### **CURRENT USE OF THE PROPERTY:**

The Property is currently maintained as open space, with the landowner conducting ecological restoration activities on a contractual basis in accordance with a restoration plan approved by USDA. Until the recording of the WRE, the landowner cultivated four working cranberry bogs as shown on the aerial maps included in the Attachments section.

The scope of the WRE excluded two areas as shown on the attached plans referenced below: an approximately 20' x 40' area along the Property's road frontage, and an area along its northwestern boundary shown on the plan as "Shed, Mulch Trampoline and Tree Clearing Encroachment". The former excluded area was reserved for use as a potential trailhead parking area.

### **ZONING/DEVELOPMENT POTENTIAL:**

The Property is situated entirely within the RR Zoning District.

The 50.2 acres subject to the WRE has no development potential.

### **PLANS OF LAND:**

A recorded plan of land prepared in conjunction with the WRE depicts the subject Property and the two excluded areas. A copy of said plan is included herewith in the Attachments section.

### **APPRAISAL:**

Realworth Appraising and Consulting prepared an appraisal of the subject Property, with the appraisal bearing an effective date of 12/22/22 and indicating a value of \$205,000 (for the restricted fee value). The CPC has a copy of the appraisal in hand, and therefore it is not included with this application.

the Plymouth Town Forest through Myles Standish State Forest, and further extending southerly to Mass. Fish and Game's Maple Springs wildlife Management Area.

In the aggregate, this almost 20,000-acre corridor is very significant for its rare wildlife habitats, importance for protecting the Plymouth-Carver Sole Source Aquifer, scenic qualities, and potential for passive recreation, and is the largest such corridor in southeastern Massachusetts.

#### **ACCESS/IMPROVEMENTS:**

The Property possesses approximately 375 feet of frontage on Rocky Pond Road. However, this frontage does not currently offer serviceable vehicular ingress to the Property. Access is obtained through an unpaved way (shown on some maps as Kings Pond Plain Road) that passes through the abutting properties located at 39 and 45 Rocky Pond Road.

The Property does not include any improvements other than one wooden pumphouse that will be used to help advance ongoing ecological restoration efforts.

#### **PUBLIC ACCESS POTENTIAL:**

The Property has the potential to support passive recreation and environmental education. An approximately 0.2-acre area sufficient to support a small trailhead parking area has been excluded from the effective area of the USDA/WRE easement.

#### **LONG-TERM MANAGEMENT PROGNOSIS:**

The Property does not include any substantial improvements, and will be managed primarily for water supply protection and passive recreation. Therefore, it should not pose a significant operational burden on Town natural resources staff or budgets.

### **ALIGNMENT WITH COMMUNITY PRESERVATION ACT GOALS FOR OPEN SPACE**

**GOAL 2:** *Protect, rare, unique and endangered plant and wildlife habitat.* The Property includes multiple areas identified as containing significant wildlife habitat by NHESP, a Coastal Plain pond in Grassy Pond, and includes a potential vernal pool.

**GOAL 3:** *Protect aquifer and aquifer recharge areas to preserve quantity and quality of future water supply.* The Property lies above the Plymouth-Carver sole source aquifer, which provides drinking water for Plymouth, is within a "Zone II Wellhead Protection Area" and "High Yield Aquifer Area", and is closely proximate to a "Zone I Wellhead Protection Area" as identified by the Commonwealth of Massachusetts Department of Environmental Protection.

#### Water Supply

***Objective 1: "Protect groundwater and assure an abundant supply of clean drinking water".***

The Property is within a Zone II Wellhead Protection Area" and "High Yield Aquifer Area", and is closely proximate to a "Zone I Wellhead Protection Area", all as identified by the Commonwealth of Massachusetts Department of Environmental Protection.

#### Surface Water Quality

***Objective 3: "Restore and maintain the quality of Plymouth's ponds, lakes, rivers, and wetlands".***

The proposed acquisition would protect land that includes Grassy Pond, a Coastal Plain pond, and one potential vernal pool. It also includes defunct cranberry bogs that are being restored to native wetland ecosystems.

#### Wildlife Habitat Protection

***Objective 7: "Protect wildlife both common species and "rare, endangered and threatened species" through the protection of wildlife habitat, breeding areas, and wildlife corridors".***

The proposed acquisition would protect land that is within or proximate to numerous areas NHESP identifies as containing significant wildlife habitats, including Bio Map Core Habitat and Critical Natural Landscape. It is also within the largest primarily contiguous wildlife corridor in southeastern Massachusetts.

## **PROJECT TIMELINE (conditional)**

- Appraisal--Completed 12/22/22
- Submission of Application to CPC—May 2023
- CPC Deliberations on Application/Vote— Spring 2023
- Execution of P+S—Following collective review of appraisal, agreement on sales price
- Due Diligence Initiated/Completed—Summer/Fall 2023
- Town Meeting Vote on Warrant Article Authorizing CPC Expenditure on Project—October 2023\*
- Closing—Pending completion of due diligence, within six to eight weeks after Town Meeting vote authorizing project

\*The earliest the project could receive Town Meeting approval is October 2023, and that timeline is contingent upon multiple factors, including obtaining an agreement on a sales price between the parties.



# Unofficial Property Record Card - Plymouth, MA

## General Property Data

Parcel ID	091-000-004B-000	Account Number	63931
Prior Parcel ID	8190 -C01 -091*0029A	Property Location	36 R ROCKY POND RD
Property Owner	KAPELL PINNACLE WATERCOURSE TR	Property Use	
	KAPELL JEFFREY H	Most Recent Sale Date	2/24/1998
Mailing Address	420 BILLINGTON ST	Legal Reference	15919-231
		Grantor	KAPELL, JEFFREY H,
City	PLYMOUTH	Sale Price	0
Mailing State	MA	Land Area	55.560 acres
Zip	02360		
Parcel Zoning	RR		

## Current Property Assessment

Card 1 Value	Building Value 0	Xtra Features Value	9,500	Land Value	28,361	Total Value	37,861
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## Building Description

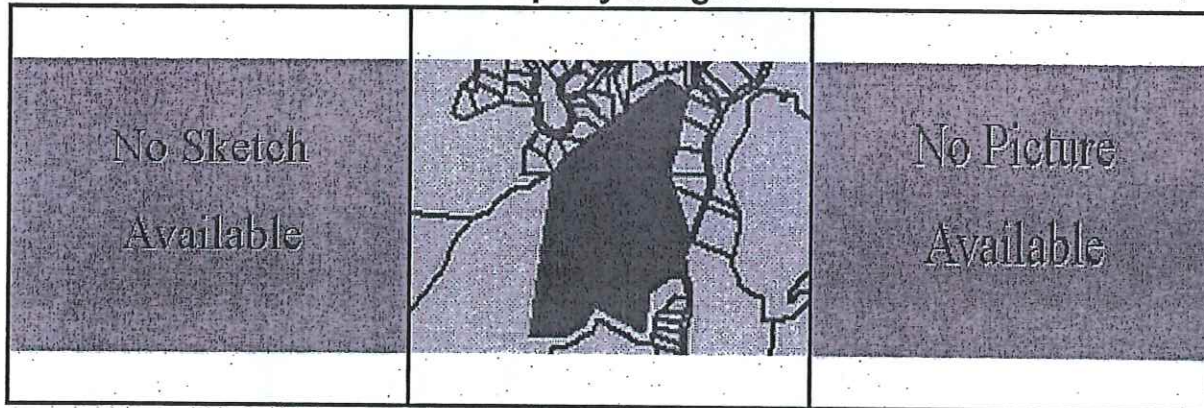
Building Style	Foundation Type	Flooring Type	N/A
# of Living Units 0	Frame Type	Basement Floor	N/A
Year Built N/A	Roof Structure	Heating Type	N/A
Building Grade	Roof Cover	Heating Fuel	N/A
Building Condition N/A	Siding	Air Conditioning	0%
Finished Area (SF) N/A	Interior Walls	# of Bsmt Garages	0
Number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

## Legal Description

## Narrative Description of Property

This property contains 55.560 acres of land mainly classified as with a(n) style building, built about N/A , having exterior and roof cover, with 0 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

## Property Images

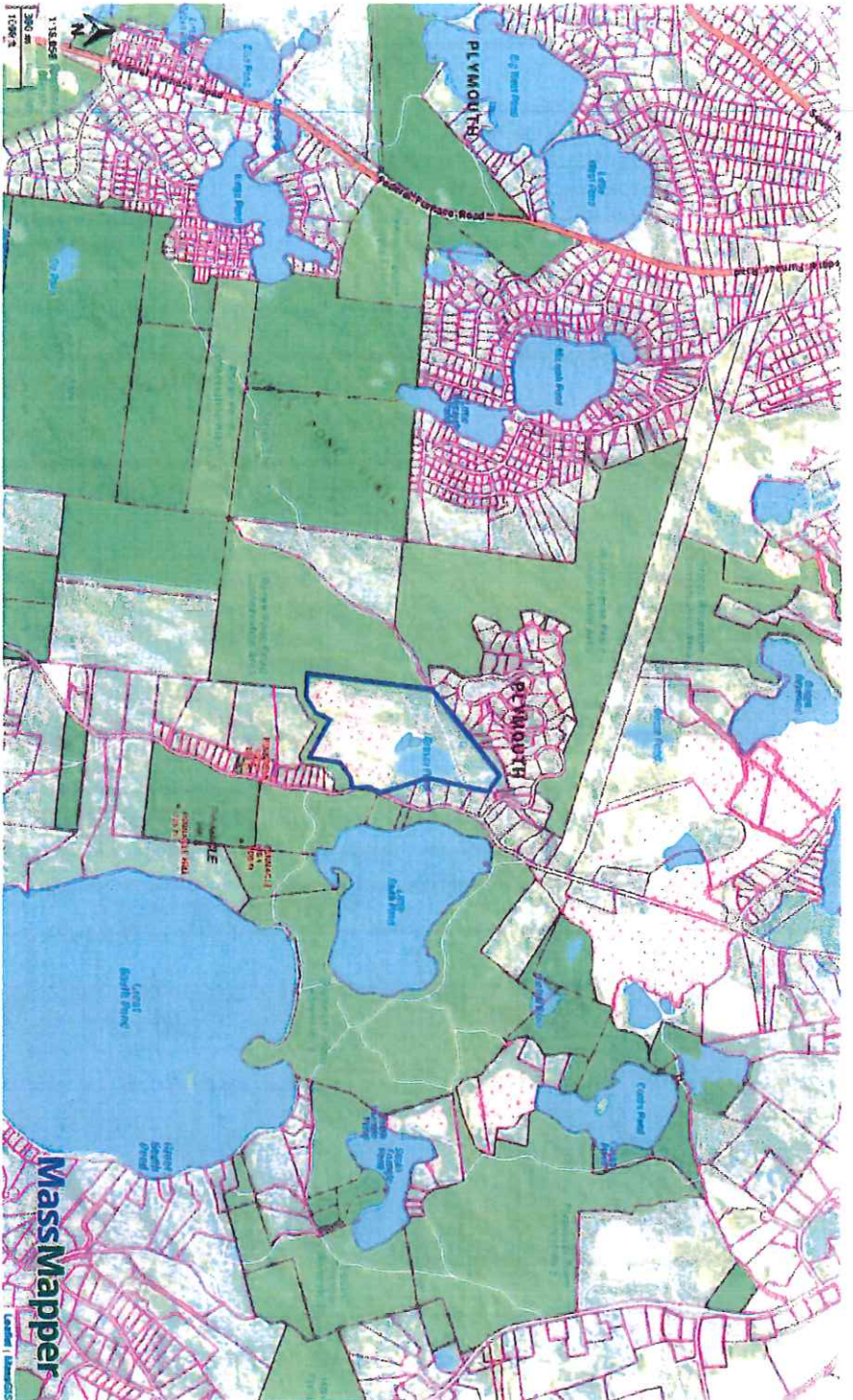


Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



# Landscape Context Map--Grassy Pond/Rocky Pond Rd. Acquisition

Property Tax Parcels





## ARTICLE 9F:

### **ARTICLE 9F: CPC Open Space- Land Rocky Hill Road**

To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, eminent domain or otherwise, for open space and recreational purposes pursuant to G. L. c.44B and to accept the deed to the Town of Plymouth, of a fee simple interest or of land located at 280 Rocky Hill Road in the Town of Plymouth comprised of 23.6 acres, more or less, shown on Assessors Map 43, Lot 18-C, and including Assessor's Parcel 043-000-018C-000, and further that said land be held under the care, custody and control of the Conservation Commission; and as funding therefor to appropriate \$1,210,000 for the acquisition and other costs associated therewith from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds, and further to authorize the Select Board to grant a conservation restriction in said property in accordance with G. L. c. 44B, §12 meeting the requirements of G.L. c.184, §§31-33; and to authorize appropriate Town officials to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said purchase; or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

### **RECOMMENDATION: Approval \$1,210,000 (12-1-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9F. Approval of this Article will authorize the Town to purchase 23 acres of land located at 280 Rocky Hill Road for Open Space, and to grant a conservation restriction on said property.





## TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

# MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee  
From: The Community Preservation Committee  
Date: Friday August 4, 2023  
Re: FALL TM 2023: CPA Article 9F

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**ARTICLE 9F:** To see if the Town will vote to authorize the Select Board to acquire by purchase, gift, eminent domain or otherwise, for open space and recreational purposes pursuant to G.L. c.44B and to accept the deed to the Town of Plymouth of a fee simple interest in land located at 280 Rocky Hill Road in the Town of Plymouth composed of 23.6 acres more or less being shown on Assessors Map 43 lot 18-C, parcel ID 043-000-018C-000, said land to be held under the care, custody and control of the Conservation Commission; and further, to appropriate the sum of \$1,210,000 to undertake such acquisition; and to meet this appropriation raise this amount from FY2024 Community Preservation Fund revenues, or transfer from Community Preservation available funds or reserves; and further to authorize the Select Board to grant a conservation restriction in said property in accordance with G.L.c.44B, Section 12 meeting the requirements of G.L. c. 184, Sections 31-33; and to authorize appropriate Town officials to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said purchase, or take any other action relative thereto.

### **COMMUNITY PRESERVATION COMMITTEE**

#### CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted unanimously to support Article 9F at its meeting held Thursday August 3, 2023

#### SUMMARY & INTENT:

The property contains a diverse mix of wooded upland, three district areas of terrestrial wetland, and extensive frontage on Cape Cod Bay. It is within multiple areas designated as ecologically significant, including: Coastal Natural Community Systems, coastal Forest, Maritime Forest, Maritime Shrub land, Coastal Bank, Beach Dune, Core Habitat, Vernal Pools, wetlands, Critical Landscape, Tern Foraging Habitat and Offshore Bio Map Elements, High Yield Aquifer Area, and lines above the Plymouth-Carver Sole Source Aquifer a resource that is the source of Plymouth's drinking water. The property possesses approximately 738 of frontage on Rock Hill Road and over 900 feet of frontage on Plymouth Bay.

Plymouth Community Preservation Committee  
FISCAL YEAR 2022-2023 APPLICATION



FISCAL YEAR 2022-2023 APPLICATION

Project Name: 280 Rocky Hill Road

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

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

Total project cost: \$ Unknown

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

Lot and Plot: 280 Rocky Hill Road 043-000-018C-000

Assessors Map #: \_\_\_\_\_

Number of acres in parcel: 23 acres

Number of proposed housing units: None

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

Describe restrictions below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

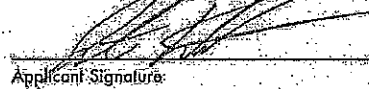
Project Sponsor/Organization: Manomet, Inc

Contact Name: Jonathan White

Address: P.O. Box 1770 Manomet, MA 02345

Phone #: 508-224-6521

E-mail: jwhite@manomet.org



Jonathan White

Digitally signed by Jonathan White  
Date: 2022.12.19 16:15:22-05'00'

12-19-2022

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.



Plymouth Community Preservation Committee  
FISCAL YEAR 2022-2023 APPLICATION

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: 280 Rocky Hill Road

Applicant Name: Jonathan White

Address: P.O. Box 1770, Manomet, MA 02345

Phone #: 508-224-6921

E-mail: jwhite@manomet.org

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 updates 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.

Jonathan White

Print Name

Jonathan White

Digitally signed by Jonathan White  
Date: 2022.12.19 16:13:58 -05'00'

12-19-2022

Date





**APPLICATION  
to the  
PLYMOUTH  
COMMUNITY PRESERVATION  
COMMITTEE**

**January, 2023**

**PROJECT: ROCKY POINT BEACH ACQUISITION**

**LOCATION: 280 ROCKY HILL ROAD, MANOMET**

**ACREAGE: Approximately 23.6 acres**

**CURRENT OWNER:**

**MANOMET, INC.**

*Plymouth Assessors Reference: Map 43, Parcel 18-C*

### **PROJECT SUMMARY:**

Wildlands Trust ("WLT") hereby submits an application to the Plymouth Community Preservation Committee, pursuant to the possibility of the Town acquiring the fee simple interest in a parcel situated at 280 Rocky Hill Road in Manomet.

The subject parcel (hereafter, the "Property") comprises 23.6 acres with approximately 500 feet of frontage on Cape Cod Bay at Rocky Point. It possesses significant natural resource values. It is within areas designated by the Commonwealth of Massachusetts Natural Heritage and Endangered Species Program ("NHESP") as Bio-Map "Core Habitat" and "Critical Natural Landscape", includes four potential vernal pools, and four distinct types of coastal habitats NHESP identifies as "Coastal Natural Community Systems".

The Property is situated proximate to and within multiple areas identified as significant for aquifer protection. The Property lies above the Plymouth-Carver sole source aquifer, which provides drinking water for Plymouth residents, and is also within a "High Yield Aquifer Area" as identified by the Commonwealth of Massachusetts,

From an open space perspective, the Property possesses a primarily favorable landscape context: it directly abuts lands to the east and south that are part of the sizable holdings of Entergy, Inc., with the southern acreage comprising a 700-acre contiguous expanse extending to State Road/Rt. 3A. Another 800-acre expanse also owned by Entergy lies on the south side of State Road/Rt. 3A, creating a 1500-acre primarily contiguous corridor of open space that is the largest in Plymouth east of Rt. 3.

With its outstanding habitat diversity and easy access, the Property has the potential to support environmental education. It also has potential to support public access for passive recreation.

The proposed acquisition of the Property meets several of the "Open Space Goals and Criteria" enumerated in Plymouth's Community Preservation Committee application, and is consistent with several of the goals and objectives articulated in Plymouth's Open Space and Recreation Plan.

### **OWNERSHIP/PROJECT HISTORY:**

Manomet has owned and managed the Property since September 1975, when the Sears family conveyed the Premises as a gift. A deed recorded in April 2022

transferred the Property from Manomet, Inc., as Trustee of the Manomet Bird Observatory Trust to Manomet Inc., a Massachusetts nonprofit corporation.

As part of ongoing strategic planning, Manomet is evaluating the status of its organizational assets, and has determined that selling the Property for conservation purposes would benefit the public and open space preservation in Plymouth, and align with Manomet's organizational needs and values.

WLT is preparing and advancing this application on behalf of Manomet, and will help facilitate the project thereafter as needed.

#### **CURRENT USE OF THE PROPERTY:**

The Property is currently maintained as open space. Until Fall 2021, a c.1950 residential dwelling stood in the Property's northwest corner that Manomet used for staff housing. The structure fell into disrepair, and was demolished. All that remains of the structure is a chimney and concrete pad.

#### **ZONING/DEVELOPMENT POTENTIAL:**

The Property is situated entirely within the RR Zoning District. In the absence of a conceptual or approved subdivision plan, its development potential is unknown at this time, and would require further analysis that is beyond the scope of this application.

#### **PLANS OF LAND:**

There are two plans of record referenced in the Property's most recent deed: a plan dating from 1975 depicting its western boundary only, and a Land Court plan. Copies of said plans are included herewith in the Attachments section.

#### **PROPOSED ACQUISITION PLAN/TIMELINE:**

In the best case, the Town would acquire the Property as soon as possible following a vote by Spring 2023 Plymouth Town Meeting approving the project, subject to the satisfactory completion of all required due diligence. The proposed project timeline would be contingent upon multiple factors, including the parties achieving agreement on a sales price.

#### **NATURAL RESOURCES SUMMARY:**

The Property contains a diverse mix of wooded upland, three distinct areas of terrestrial wetland, and extensive frontage on Cape Cod Bay. It is within multiple areas designated as ecologically significant by NHESP, including:

- Includes four types of "Coastal Natural Community Systems":
  - Coastal Forest

- Maritime Forest
  - Maritime Shrubland
  - Coastal Bank, Beach Dune
- Within Bio Map "Core Habitat, Vernal Pool Core"
  - Just offshore is Bio Map "Critical Natural Landscape, Tern Foraging Habitat"
  - Within Bio Map "Elements, Core Habitat"
  - Just offshore is Bio Map "Elements, Critical Natural Landscape"

The Property is within multiple areas identified as significant by the Commonwealth of Massachusetts for groundwater and surface water protection, including:

- It lies entirely within a designated "High Yield Aquifer Area".
- It lies above the Plymouth-Carver sole source aquifer, an invaluable regional resource that is the source of Plymouth's drinking water.

#### **LANDSCAPE CONTEXT:**

From an open space perspective, the Property possesses a primarily favorable landscape context: it directly abuts lands to the east and south that are part of the sizable holdings of Entergy, Inc. The Entergy lands to the south are primarily undeveloped as further described below.

There is some single-family residential development situated to the west, though only two developed lots are directly abutting.

In the larger landscape context, the Property is a significant component of an expansive, if not completely contiguous, corridor of protected open space extending from Rocky Point to the geographic Pine Hills. It abuts lands to the south that are part of the sizable holdings of Entergy, Inc., comprising a 700-acre contiguous expanse extending to State Road/Rt. 3A. Another 800-acre expanse also owned by Entergy lies on the south side of State Road/Rt. 3A, creating a 1500-acre primarily contiguous corridor of open space that is the largest in Plymouth east of Rt. 3.

In the aggregate, this corridor is very significant for its rare wildlife habitats, importance for protecting the Plymouth-Carver Sole Source Aquifer, scenic qualities, and potential for passive recreation, and is a top protection priority for the Town and a wide variety of public and private open space advocates.

#### **ACCESS/IMPROVEMENTS:**

The Property possesses approximately 738 feet of frontage on Rocky Hill Road. An unpaved single-track way enters the Property along its southeastern road frontage and provides access to the site of the former residence.

The Property does not include any improvements other than the chimney and concrete pad remaining from the former residence.

#### **PUBLIC ACCESS POTENTIAL:**

The Property has the potential to support passive recreation and environmental education, particularly in conjunction with the expansive Entergy lands to the south.

#### **LONG-TERM MANAGEMENT PROGNOSIS:**

The Property does not include any substantial improvements, and will be managed primarily for water supply protection and passive recreation. Therefore, it should not pose a significant operational burden on Town natural resources staff or budgets.

### **ALIGNMENT WITH COMMUNITY PRESERVATION ACT GOALS FOR OPEN SPACE**

**GOAL 2:** *Protect, rare, unique and endangered plant and wildlife habitat.* The Property includes multiple areas identified as containing significant wildlife habitat by NHESP, and includes four potential vernal pools.

**GOAL 3:** *Protect aquifer and aquifer recharge areas to preserve quantity and quality of future water supply.* The Property lies above the Plymouth-Carver sole source aquifer, which provides drinking water for Plymouth, and is within a "High Yield Aquifer Area" as identified by the Commonwealth of Massachusetts.

**GOAL 4:** *Ensure adequate size and connection of protected natural areas to maximize environmental and habitat benefits.* The Property is the norther edge of a 1500+ acre corridor of primarily contiguous open space extending from Rocky Point to the geographic Pine Hills. Said corridor is the largest in Plymouth east of Rt. 3.

**GOAL 7:** *Improve public access and trail linkages to existing conservation, recreational and other land uses.* In conjunction with the Entergy lands to the south, the Property has the potential to provide quality public access for a wide range of passive recreational pursuits.

**OTHER SUPPORTING INFORMATION:** The proposed acquisition would be consistent with several of the identified resource protection needs enumerated in the updated 2017 Town of Plymouth Open Space and Recreation Plan, including:

Section VIII, OPEN SPACE AND RECREATION OBJECTIVES AND STRATEGIES, pp. 206-208:

### Creation of Open Space Corridors

***Objective 2: Create town-wide Green Networks of linked open space and wildlife habitats. Protect sensitive ecosystems and wildlife corridors while providing recreational opportunities and alternative transportation on those lands which can accommodate human impacts.***

***STRATEGY: Acquire parcels and use conservation restrictions to develop town-wide Green Networks.***

Depending upon the eventual disposition of the Entergy lands to the south, the proposed acquisition will potentially enable trail linkages between Rocky Point/Cape Cod Bay and the geographic Pine Hills.

### Water Supply

***Objective 1: "Protect groundwater and assure an abundant supply of clean drinking water".***

The Property is within a "High Yield Aquifer Area" as identified by the Commonwealth of Massachusetts.

### Surface Water Quality

***Objective 3: "Restore and maintain the quality of Plymouth's ponds, lakes, rivers, and wetlands".***

The proposed acquisition would protect land that includes three distinct areas of terrestrial wetlands, and four potential vernal pools.

### Wildlife Habitat Protection

***Objective 7: "Protect wildlife both common species and "rare, endangered and threatened species" through the protection of wildlife habitat, breeding areas, and wildlife corridors".***

The proposed acquisition would protect land that is within or proximate to numerous areas NHESP identifies as containing significant wildlife habitats, including Bio Map Core Habitat and Critical Natural Landscape. Additionally, the Property is the northern tip of a 1500-acre corridor of undeveloped and mostly contiguous open space extending southerly to the geographic Pine Hills.

## **PROJECT BUDGET**

*Proposed Sales Price*                      \$ TBD following Appraisal

### **Funding Sources**

*Town of Plymouth CPC Funds*              \$ TBD

*Other*    \$ TBD

### **Project Costs**

*Due Diligence*                                      \$ 5,000<sup>1</sup> (to potentially include  
EHA, closing  
and legal costs)

*Stewardship Endowment*                      \$ 15,000<sup>2</sup>

**Project Total**                                      **\$ TBD**

<sup>1</sup>Estimated figure. In the event the parties determine that additional land survey work is desirable or required, this expense would significantly increase.

<sup>2</sup>Estimated Figure. The Town and WLT will jointly determine what an appropriate stewardship endowment is for the Property. The landowner has no obligations as regards the endowment for this project.



## **PROJECT TIMELINE (conditional)**

- Submission of Application to CPC—January 2023
- CPC Deliberations on Application/Vote— Winter 2023
- Appraisal completed—TBD
- Execution of P+S—Following collective review of appraisal, agreement on sales price
- Due Diligence Initiated/Completed—Winter 2023
- Town Meeting Vote on Warrant Article Authorizing CPC Expenditure on Project—April 2023\*
- Closing—Pending completion of due diligence, within six to eight weeks after Town Meeting vote authorizing project

\*The earliest the project could receive Town Meeting approval is April 2023, and that timeline is contingent upon multiple factors, including obtaining an agreement on a sales price between the parties.

# Unofficial Property Record Card - Plymouth, MA

## General Property Data

Parcel ID 043-000-018C-000  
 Prior Parcel ID 9510 -G01 -043\*0001\*  
 Property Owner MANOMET INC

Account Number 5049

Mailing Address 125 MANOMET POINT RD

Property Location 280 ROCKY HILL RD

Property Use Ex/Res

Most Recent Sale Date 4/19/2022

Legal Reference 56704-5

City PLYMOUTH

Grantor MANOMET INC,

Mailing State MA

Zip 02360

Sale Price 0

ParcelZoning RR

Land Area 23.609 acres

## Current Property Assessment

Card 1 Value Building Value 136,200

Xtra Features  
Value 0

Land Value 1,092,000

Total Value 1,228,200

## Building Description

Building Style Ranch  
 # of Living Units 1  
 Year Built 1950  
 Building Grade AVERAGE  
 Building Condition Poor  
 Finished Area (SF) 1899  
 Number Rooms 7  
 # of 3/4 Baths 0

Foundation Type CONCRETE  
 Frame Type CONCRETE  
 Roof Structure GABLE  
 Roof Cover Asphalt  
 Siding Concrete  
 Interior Walls PLASTER  
 # of Bedrooms 3  
 # of 1/2 Baths 0

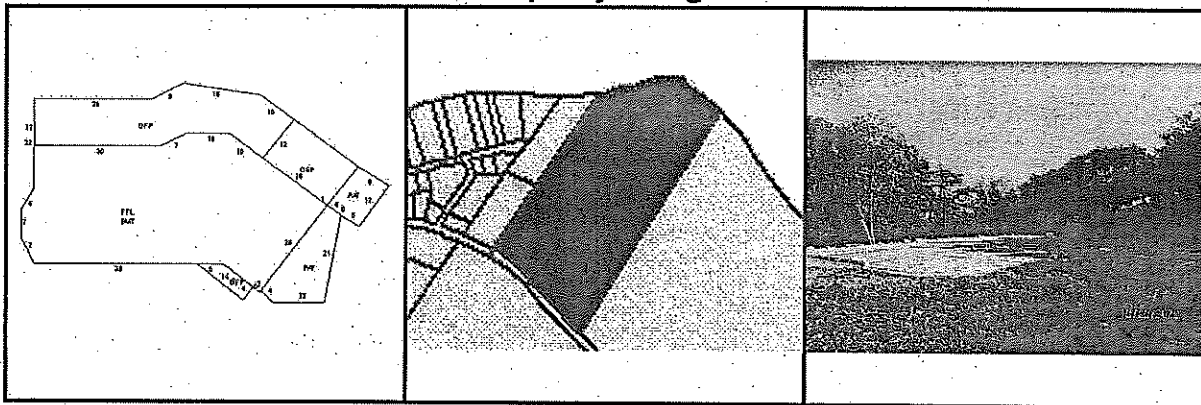
Flooring Type CARPET  
 Basement Floor CONCRETE  
 Heating Type FORCED H/A  
 Heating Fuel PROPANE  
 Air Conditioning 0%  
 # of Bsmt Garages 0  
 # of Full Baths 1  
 # of Other Fixtures 0

## Legal Description

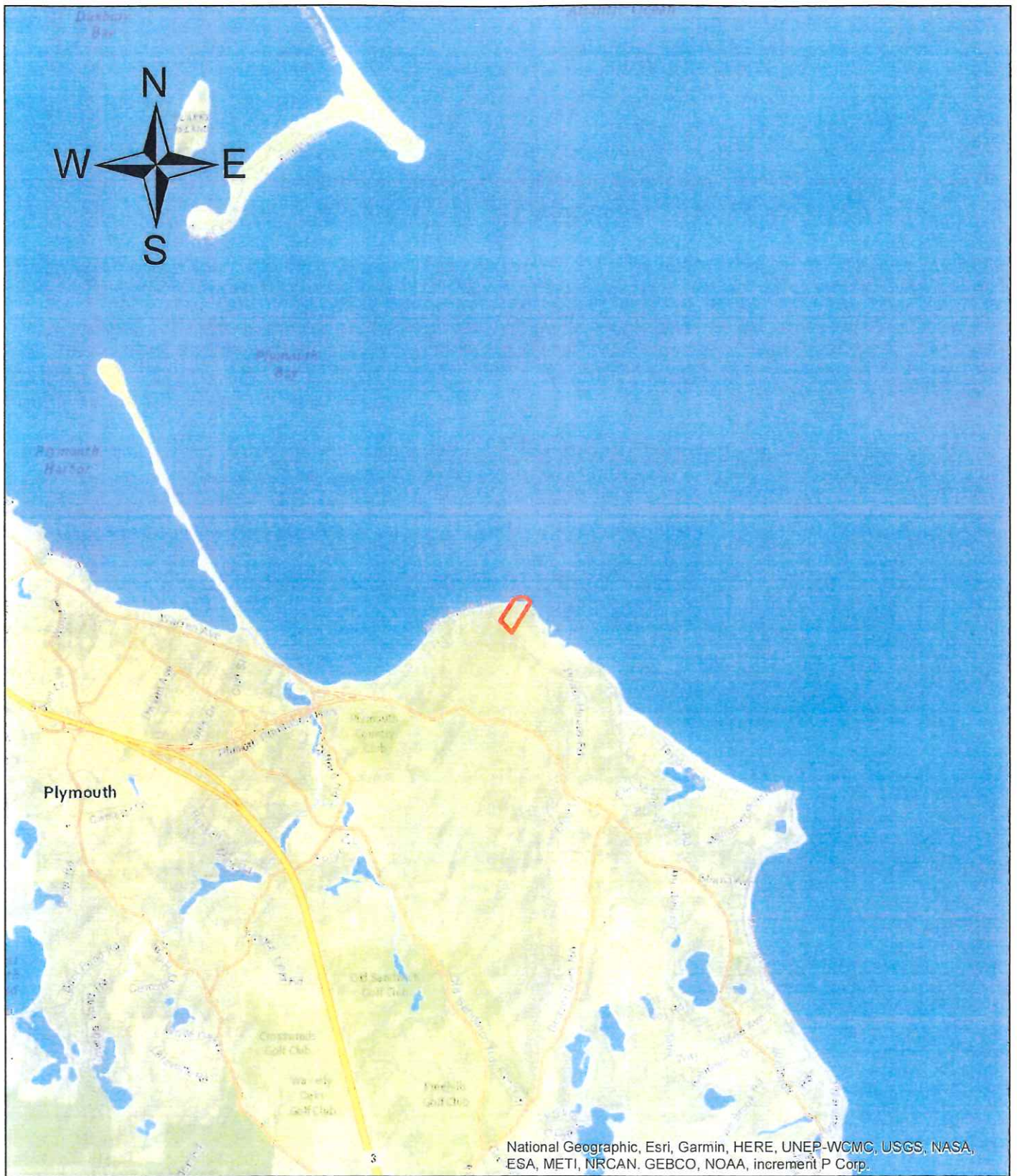
## Narrative Description of Property

This property contains 23.609 acres of land mainly classified as Ex/Res with a(n) Ranch style building, built about 1950 , having Concrete exterior and Asphalt roof cover, with 1 unit(s), 7 room(s), 3 bedroom(s), 1 bath(s), 0 half bath(s).

## Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



Feet  
0 2,350 4,700 9,400

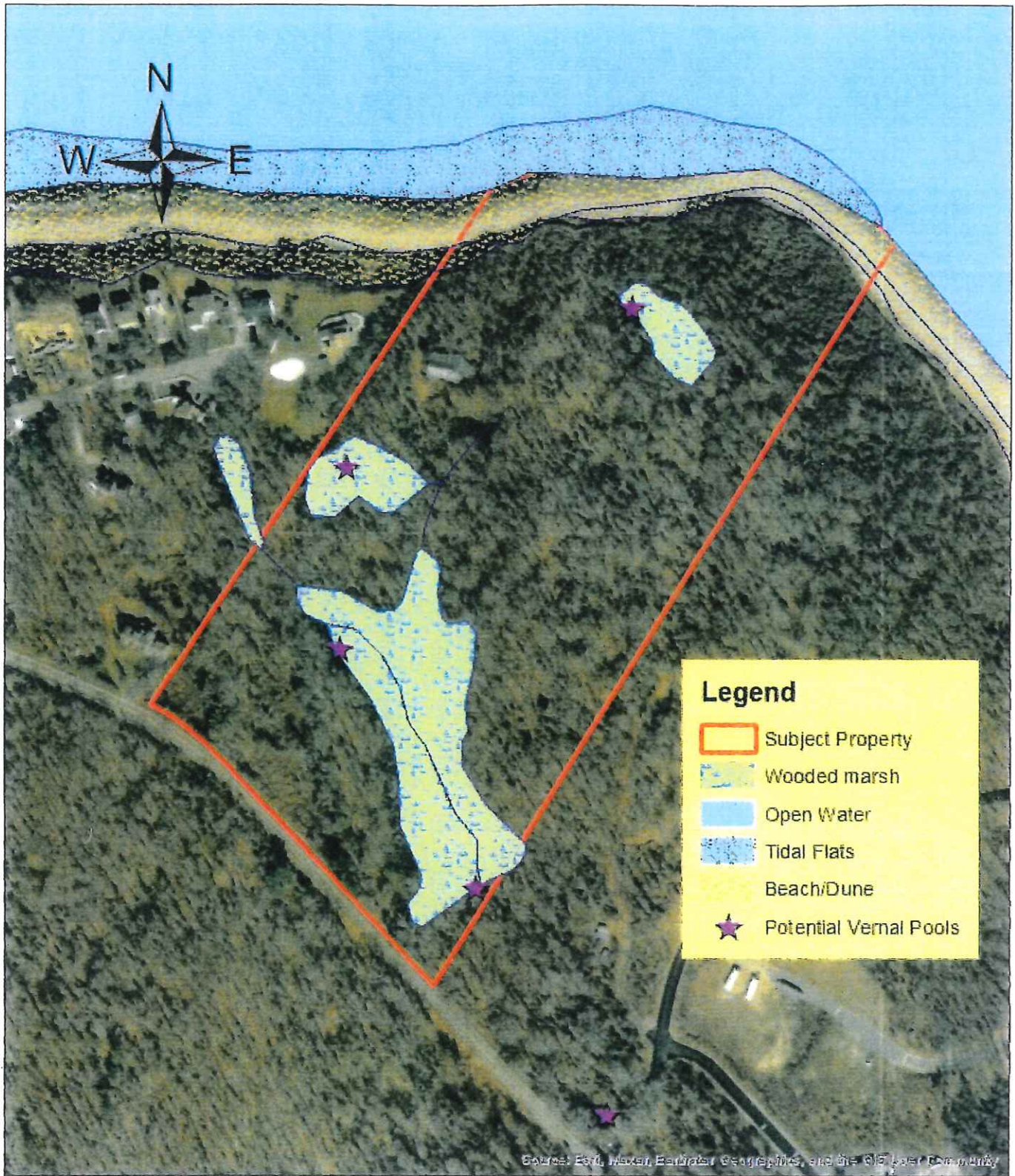
# Locus Map Rocky Point Acquisition Plymouth MA

251



155

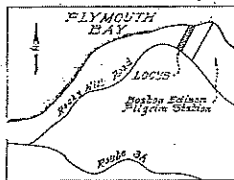




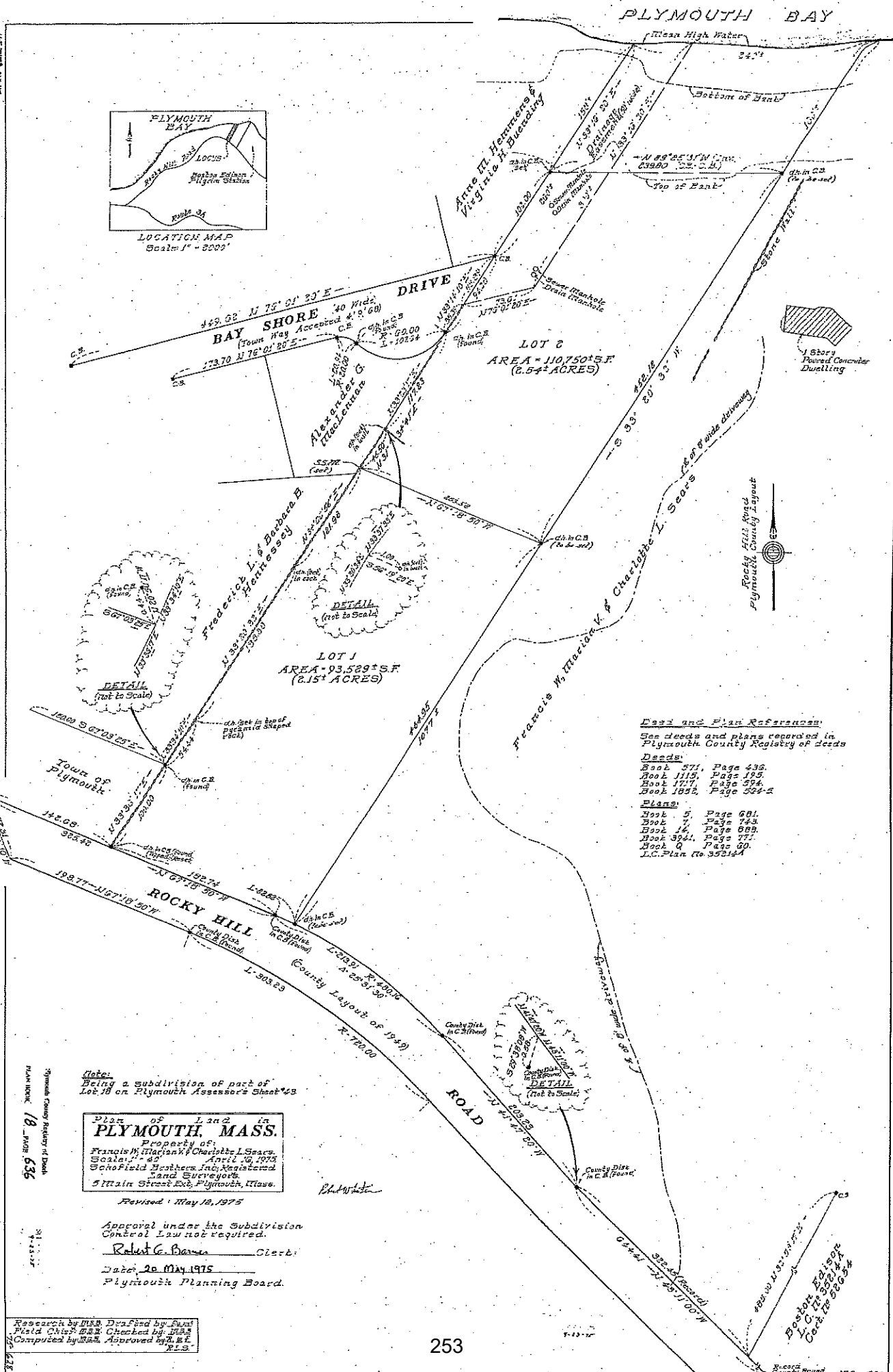
Feet  
0 100 200 400

# Water Resources Map Rocky Point Acquisition Plymouth MA





LOCATION MAP  
Scale: 1" = 2000'



**Deeds and Plan References:**  
See deeds and plans recorded in  
Plymouth County Registry of Deeds  
**Deeds:**  
Book 571, Page 432  
Book 1115, Page 195  
Book 1777, Page 594  
Book 1852, Page 524-2  
**Plans:**  
Book 5, Page 681  
Book 7, Page 743  
Book 14, Page 689  
Book 3241, Page 777  
Book Q, Page 60  
L.C. Plan No. 352144

**Note:**  
Being a subdivision of part of  
Lot 18 on Plymouth Assessor's Sheet 43

Plan of Land in  
**PLYMOUTH, MASS.**  
Property of:  
Francis W. Macdon V. & Charlotte L. Sears,  
Scale: 1" = 40'  
Schofield Brothers Inc. Registered  
Land Surveyors  
5 Mittan Street, Plymouth, Mass.

Revised: May 18, 1975

Approval under the Subdivision  
Control Law not required.

Robert C. Barnes, Clerk

Date: 20 May 1975  
Plymouth Planning Board.

Research by DSS, Drafted by Paul  
Field, Chris BEE, Checked by DSS  
Computed by DSS, Approved by R.L.S.



## ARTICLE 9G:

### **ARTICLE 9G: CPC Recreational- Hedges Pond Demolition**

To see if the Town will vote to appropriate from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds the sum of \$157,500 for the demolition of buildings at Hedges Pond Recreational and Preserve off Long Pond Road including all incidental and related costs, to preserve recreation and open space; or take any other action relative thereto.

COMMUNITY PRESERVATION COMMITTEE

### **RECOMMENDATION: Approval \$157,500 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9G. Approval of this Article will authorize the Town to demolish and properly dispose of 7 buildings located at Hedges Pond Recreation Area, which pose both physical and environmental risks to the public, due to the presence of lead paint.







## TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

# MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee  
From: The Community Preservation Committee  
Date: Friday August 4, 2023  
Re: ANNUAL FALL TM 2023: CPA Article 9G

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**ARTICLE 9G:** To see if the Town will vote to appropriate from FY2024 Community Preservation Fund revenues or transfer from Community Preservation available funds or reserves, the sum of \$157,500 for the demolition of buildings at Hedges Pond Recreational and Preserve off Long Pond Rd including all incidental and related costs, to preserve recreation and open space; or take any other action relative thereto.

### **COMMUNITY PRESERVATION**

CPC RECOMMENDATION: Approval (unanimous)

The Community Preservation Committee voted 7 in favor 2 opposed of Article 9G at its meeting held Thursday August 3, 2023

### SUMMARY & INTENT:

The intent of Article 9G is to use the Community Preservation for the demolition of cabins at Hedges Pond. The buildings have shown the presence of lead paint.



FISCAL YEAR 2022-2023 APPLICATION

Project Name: Hedges Pond Buildings

CPA Funding requested: \$ 157,500 If the amount is unknown, will an appraisal be needed?

☐ YES ☒ NO (If yes see page 14 of the appraisal process)

Total project cost: \$ 157,500

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

Lot and Plot: 55-32A (17.6 ac), 55-33A (18.4 ac)

Assessors Map #: and 60-30 (10.95 ac).

Number of acres in parcel: Total 46.95 ac

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:

Article 97 restrictions associated with open space acquisitions in MA.

Project Sponsor/Organization: Town of Plymouth

Contact Name: Derek Brindisi, Town Manager

Address: 26 Court Street

Phone #: 508-747-1620 x6106 E-mail: dbrindisi@plymouth-ma.gov

Applicant Signature: [Signature] Date submitted: 8/2/23

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: Hedges Pond Building Remediation

Applicant Name: Town of Plymouth

Address: 26 Court St. Plymouth, MA 02360

Phone #: 508-747-1620 E-mail: dbrindisi@plymouth-ma.gov  
x10106

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 updates 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.

Derek Brindisi

Print Name

[Signature]

Signature

8/2/23

Date





## **Plymouth Community Preservation Committee Application**

### **Hedges Pond Recreation Area Building Abatement Project**

This proposed project would involve the demolition and proper disposal of ( ) buildings at the Hedges Pond Recreation Area. These buildings pose both physical and environmental risks to the public. The presence of lead paint, leachable lead paint and poor structural integrity warrant the removal of said buildings. This project meets many of the Goals for Open Space Protection and Recreation. These include:

1. Preserve rural character. Removal of unused and dilapidated buildings will enhance the rural character of the Hedges Pond Recreation Area by keeping it as natural state as possible.
2. Protect rare, unique and endangered plant and wildlife habitat. Demolition and disposal of the buildings will allow for natural regeneration of native pitch pine forest plants like scrub oak, pitch pine,
3. Protect aquifer and aquifer recharge areas to preserve quality and quantity of future water supply. The removal of unsafe buildings with leachable lead paint in an area of protected open space and recreational activities in close proximity to Hedges Pond ensure the water quality of the pond, wetlands and aquifer.
4. By removing the cabins from Hedges Pond, it will eliminate the constant need to repair the vandalism the cabins endure. Doors and windows have been ripped off, the buildings have been spray painted, and the porches on some of cabins are falling apart and are unstable.
5. Removing the cabins will open up space at the park for the Recreation Department to potentially create a community garden as part of their half-day summer program, or to potentially create and design a natural playscape in the area.

### **Hedges Pond Building Abatement Project Budget**

The following budget was developed by town staff in conjunction with LSP's (Licensed Site Professionals) and cost estimates from local abatement firms. Costs could be significantly less should the TCLP test (Toxicity Leaching Characteristic Procedure) pass making the building material suitable for disposal at a lined landfill versus a hazardous waste facility like Turnkey, NH.

As a result, it is prudent to request the full amount (\$157,500) as TCLP results are still pending.

#### **Environmental Building**

##### **Demo building**

- Paint building with Lead Abatement paint for demo
- Demo building and dispose
- Demo foundation and dispose
- Grade off area

Cost \$10,000

#### **Pump Buildings**

Demo Building

- Paint trim and corner boards for removal
- Demo Building and dispose
- Demo Foundation and dispose
- Grade off area

Cost \$7,500

**Cabins Out Back**

Demo buildings

- Paint buildings with Lead Abatement paint for demo
- Demo buildings and dispose
- Demo foundations and dispose
- Grade off areas

Cost \$25,000

**Reeds Ferry Sheds:** pricing is with removed windows/may move door to any wall

Roof: Gamble (Barn)

Material: Cedar Tongue

10x12-\$8,939

10x16-\$11,189

12x16-\$12,499

14x16-\$13,899

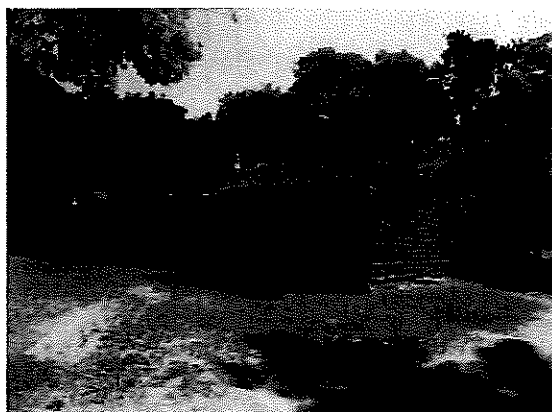
Cost \$15,000

**Total: \$57,500 with passing TCLP test**

**\$157,500 with failing TCLP test**

*ENVIRONMENTAL LEAD DETECTION, INC.*

LEAD-BASED PAINT TESTING



**PERFORMED AT:**

158 Hedges Pond Rd.  
Plymouth, MA 02630

**PREPARED BY:**

Brenda Eastman  
Massachusetts Lead Inspector  
I-3691  
Environmental Lead Detection  
436 Gardners Neck Road  
Swansea, MA 02777  
TEL. (508) 674-8730  
ELD1988@comcast.net

## **EXECUTIVE SUMMARY**

Enclosed is the report for the Lead-Based Paint (LBP) testing conducted at the 158 Hedges Pond Rd., Plymouth, MA.

The subject property is the Hedges Pond Recreational Area & Preserve. Twelve buildings were tested for this survey.

The following are the findings from the XRF testing conducted. Please refer to XRF Data Sheets for full listing of components tested:

### **Nurse Station**

No positive levels of lead-based paint, as measured by XRF, were identified on interior and exterior painted components tested.

### **Duplex (JK Side)**

No positive levels of lead-based paint, as measured by XRF, were identified on interior and exterior painted components tested.

### **New Bathhouse**

No positive levels of lead-based paint, as measured by XRF, were identified on interior and exterior painted components tested.

### **Old Bathhouse**

No positive levels of lead-based paint, as measured by XRF, were identified on interior and exterior painted components tested.

### **Lifeguard Station**

Positive levels of lead-based paint, as measured by XRF, were identified on the following exterior components. Interior components did not test positive for LBP:

- Foundation

### **Environmental Shed**

Positive levels of lead-based paint, as measured by XRF, were identified on the following exterior components. Interior components did not test positive for LBP:

- Siding
- Corner-boards
- Lower Trim

### **Pump House (Large)**

Positive levels of lead-based paint, as measured by XRF, were identified on the following exterior components. Interior components were unpainted:

- Window Sill
- Window Casing



### **Pump House (Small)**

Positive levels of lead-based paint, as measured by XRF, were identified on the following exterior components. Interior was locked:

- Siding
- Upper Trim
- Window Casing

### **K Bldg. Lakeside**

Positive levels of lead-based paint, as measured by XRF, were identified on the following interior components:

- Window Panel

Positive levels of lead-based paint, as measured by XRF, were identified on the following exterior components:

- Siding
- Upper Trim
- Window Hinge
- Corner boards
- Door Casing
- Window Panel

### **K Bldg.**

Positive levels of lead-based paint, as measured by XRF, were identified on the following exterior components. Interior components were unpainted:

- Siding
- Door
- Window Casing
- Corner-boards
- Door Casing
- Upper Trim
- Window Panel

### **J Bldg. Lakeside**

Positive levels of lead-based paint, as measured by XRF, were identified on the following exterior components. Interior components were unpainted:

- Siding
- Upper Trim
- Window Casing
- Corner-boards
- Window Panel

### **J Bldg.**

Positive levels of lead-based paint, as measured by XRF, were identified on the following exterior components. Interior components did not test positive for LBP:

- Siding
- Upper Trim
- Door Casing
- Corner-boards
- Door
- Support Beam

## **1.0 PLANNING AND DESIGN**

### **1.1 Project Background**

Environmental Lead Detection, Inc., conducted Lead-Based Paint (LBP) XRF testing at 158 Hedges Pond Rd., Plymouth, MA. The inspection took place on March 30, 2023. Twelve buildings were tested. The scope of the survey was to determine what types of building components may contain LBP.

### **1.2 Organization and Management**

Brenda Eastman, Massachusetts Lead Inspector # I-3691, conducted the field data collection portion of this project, data analysis and report preparation.

### **1.3 Testing Objectives**

The main objective of this LBP inspection was to test enough surfaces in a properly controlled manner to obtain a 95% confidence level with the results and to determine at what locations and in what concentrations LBP exists. A-wall pertains to the wall that is facing the front entry of the building and BCD sides continue clockwise.

### **1.4 Testing Methods**

Under current Federal HUD guidelines, the XRF analyzer is a recognized method of in-situ lead paint testing. Initial in-situ lead paint testing was conducted using Viken Pb200i, Serial #2556.

## **2.0 Conclusion**

Eight of the twelve buildings had components that tested positive for lead-based paint.

The primary concern with lead-based paint and construction activities is related to the release of lead particles which can be toxic to workers and the general public. The only acceptable method to measure any release of toxic levels of lead into the environment is by means of on-site ambient air sampling. Neither XRF nor AAS sampling methods can determine if lead particle levels are within acceptable levels.

The following regulations may apply to this project

- OSHA 29 CFR 1926-Construction Industry Standards, 29 CFR 1926.62-Construction Industry Lead Standards, 29 CFR 1910.1200-Hazard Communication, 40 CFR 261-EPA Regulations also apply.
- EPA Resource Conservation and Recovery Act (RCRA)

### ***Key Engineering Controls and Work Practices***

- Identify building materials such as painted surfaces and pipes that may contain lead. Test materials as necessary
- Based on test results, perform a worker exposure assessment of the planned activities, that includes air monitoring and/or objective data, to determine if lead dust or fume may be generated at or above OSHA's action level (0.03 milligrams of lead per cubic meter of air (mg/m<sup>3</sup>))
- If so, then the activities must be done in compliance with 29 CFR 1926.62. This would include:
  - Establishing a written lead compliance program
  - Having a competent person conduct frequent and regular inspections of the jobsite, materials, and equipment
  - Sampling worker exposures
  - Using special equipment or methods to decrease lead-dust generation such as local exhaust ventilation, dust collection systems (on power tools), and good housekeeping practices
  - Providing respiratory protection and protective work clothing
  - Providing medical exams and blood tests before work begins and every six months, as necessary
  - Ensuring that workers wash their hands and face before eating, drinking, and smoking

- Setting up and ensuring use of change areas and eating facilities that are separate from the work area
- Limiting the wearing of lead-contaminated clothing in eating areas or away from the job site
- During certain tasks, workers must be treated as if they are exposed above the OSHA PEL (0.05 mg/m<sup>3</sup>) until an exposure assessment, which includes air sampling, is performed. For each of these tasks, OSHA has identified an exposure level on which to base decisions until an exposure assessment is complete. If planned activities include any of the tasks below, you must provide the following items while the exposure assessment is being performed: respiratory protection and PPE identified in 29 CFR 1926.62(d)(2), change areas, hand washing facilities, training, and biological monitoring. These tasks include:
  - Where lead coatings or paint are present: manual demolition, scraping, and sanding; heat gun applications; power tool cleaning (with or without dust collection systems); cleanup activities where dry expandable abrasives are used; rivet busting; abrasive blasting (including enclosure movement or removal); welding; cutting; and torch burning
  - Spray painting with lead paint
  - Using lead containing mortar
  - Lead burning

### ***Personal Protective Equipment***

- Based on anticipated exposure, select respirator and protective clothing as required in 29 CFR 1926.62 for initial sampling and subsequent work where lead dust or fumes may be generated

### ***Resource Conservation and Recovery Act (RCRA)***

1. Non-Residential.
  - a. Waste material generated at child care centers or other non-residential facilities must be properly characterized based on laboratory analysis for TCLP lead, or on knowledge of the material.
    - (1) Disposable Personal Protective Equipment (PPE) and supplies, such as polyethylene sheeting, may be characterized as non-hazardous solid waste based on knowledge of the material and properly disposed.
    - (2) Manually or mechanically removed lead-based paint and wooden components or debris containing lead-based paint may be

characterized as non-hazardous solid waste based on knowledge of the material and properly disposed.

- (3) Metal components containing lead-based paint may be characterized as non-hazardous solid waste based on knowledge of the material and properly disposed or recycled at a scrap metal facility.
- (4) Liquid or other waste must be properly characterized based on laboratory analysis for TCLP lead and properly disposed.
- (5) Chemical paint strippers must be properly characterized based on laboratory analysis for TCLP lead and other factors and properly disposed.

2. Waste Water.

- (1) Water used for cleanup must never be dumped on the ground, down a storm drain, or down a sink or tub. This water must be filtered and dumped in a toilet or disposed pursuant to all applicable local water treatment authority, MassDEP, and DOT requirements.

3. Disposal.

- (1) All lead-containing waste material must be removed from the project site within seven (7) days of the project's completion.
- (2) Solid waste may be disposed in any construction and demolition landfill or a municipal solid waste landfill. The waste must be contained in a manner that prevents the release of any dust or debris and be transported from the project site pursuant to all applicable MassDEP and DOT requirements.
- (3) Materials characterized as hazardous waste must be transported pursuant to all DOT requirements and disposed pursuant to MassDEP Rules and Regulations for Hazardous Waste Management.

Submitted by:



Brenda Eastman  
Lead Inspector

**ADDITIONAL LEAD AND ASBESTOS INSPECTION SUMMARY  
REPORT**

**158 HEDGES POND ROAD  
PLYMOUTH, MASSACHUSETTS**

**Prepared For:**

**TOWN OF PLYMOUTH  
11 LINCOLN STREET  
PLYMOUTH, MASSACHUSETTS 02360**

**Prepared By:**

**CIVIL & ENVIRONMENTAL CONSULTANTS, INC.  
31 BELLOWS ROAD  
RAYNHAM, MASSACHUSETTS 02767**

**CEC Project 330-184**

**APRIL 2023**



**Civil & Environmental Consultants, Inc.**



April 25, 2023

Ann Slusser-Huff CPRP  
Recreation Director  
Town of Plymouth  
26 Court Street  
Plymouth, Massachusetts 02360

Subject: Additional Asbestos and Lead-Based Paint Inspection Summary Report  
158 Hedges Pond Road  
Plymouth, Massachusetts  
CEC Project 330-184

Dear Ms. Slusser-Huff:

Civil & Environmental Consultants, Inc. (CEC) presents this Additional Asbestos and Lead-Based Paint Summary Report (Report) for the property located at 158 Hedges Pond Road in Plymouth, Massachusetts (the Property).

Per your request, CEC evaluated the asbestos and lead content in five additional buildings located on the Property. The five additional buildings include the nurse's shed, the environmental shed, the lifeguard shed, the duplex cabin and the new bath house. Additionally, we further evaluated the presence of lead-based paint in additional structures. In accordance with our proposal dated March 23, 2023 the purpose of the additional lead and asbestos inspection was to identify asbestos containing material (ACM) and lead-based paint within the buildings in use during the summer as well as locating source of lead in previously evaluated structures which are proposed for demolition.

Sincerely,

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.

Dave Barboza  
Staff Scientist

Jonathan D. Kitchen, PG, LSP  
Principal

Enclosures: Additional Asbestos and Lead-Based Paint Inspection Summary Report

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## **ARTICLE 9H:**

### **ARTICLE 9H: CPC- Reduce Stephens Field Borrowing**

To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16B of the 2015 Spring Annual Town Meeting for the restoration and rehabilitation of Stephens Field, as previously amended, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2024 Community Preservation Act estimated revenues, Community Preservation reserves or other available funds for such purposes, or take any other action relative thereto  
COMMUNITY PRESERVATION COMMITTEE

### **RECOMMENDATION: Approval \$1,487,154 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9H. Approval of this Article will authorize the Finance Director to use available Fiscal Year 2024 Community Preservation Act funds to reduce the final borrowing commitment for the restoration and rehabilitation of Stephens Field.





## TOWN OF PLYMOUTH COMMUNITY PRESERVATION COMMITTEE

# MEMO

TO: Town Meeting, Board of Selectmen, and the Advisory & Finance Committee  
From: The Community Preservation Committee  
Date: Friday August 4, 2023  
Re: Fall ATM 2023: CPA Article 9H: Stephens Field Borrowing Reduction

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**ARTICLE 9H:** To see if the Town will vote to revise the funding sources and thereby amend the vote taken under Article 16B Spring 2015 Town Meetings for the restoration and rehabilitation of Stephens Field as previously amended, by reducing the amount to be borrowed by a sum of money and appropriating a sum of money from Fiscal Year 2024 Community Preservation Act revenues or transfer from Community Preservation available funds or reserves for such purposes, or take any other action relative thereto.

### **COMMUNITY PRESERVATION COMMITTEE**

#### **CPC RECOMMENDATION: Approval (unanimous)**

The Community Preservation Committee voted unanimously to support Article 9H at its meeting held Thursday August 3, 2023.

#### **SUMMARY & INTENT:**

The Community Preservation Committee is recommending 9H. This will allow the Finance Department to use available CPA funds (\$1,487,154) before the final borrowing commitment for the renovations anticipated at Stephens Field.



## ARTICLE 9I:

### **ARTICLE 9I: CPC- FY24 Budget**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2024 Community Preservation Budget and to appropriate from the Community Preservation Fund Fiscal Year 2024 a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2024, future appropriation amounts as recommended by the Community Preservation Committee: a sum of money for the acquisition, creation, and preservation of land for open space, and 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 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 9I. Approval of this Article will allow the Community Preservation Committee to allocate 10% of the estimated annual revenues of the Community Preservation Fund (CPA) for future spending in community housing. Additionally, 4% of the estimated annual revenues of the CPA will be set aside for funding administrative and operational expenses and an amount will be set aside for interest expense on debt. 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 August, 2023  
Re: FALL ATM 2023: CPA Article 9i: 2024 Budget/Account set-aside.

**ARTICLE 9i:** To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2024 Community Preservation Budget and to appropriate from the Community Preservation Fund Fiscal Year 2024 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 2024, 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 9i at its meeting held Thursday August 3, 2023.

#### SUMMARY & INTENT:

The Community Preservation Committee recommends that 10% of the Fiscal Year 2024 estimated annual Community Preservation Fund revenues be set aside for each of the following purposes: a) community housing, b) historic resources and c) open space, including land for recreational use; and further, that up to 5% can be 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 2024 including legal and appraisal work, as well as signage, improvements for safe access, emergency historical protection for active applications and approved CPA projects. It should be noted that any unused portion of funds appropriated for the administrative purposes of the Committee reverts to the CPA unallocated balance at the end of each fiscal year.



Community Preservation Fund - Available Funds & Spending Recommendation						
<b>Fund Balances:</b>	<b>Balances 6/30/2023 - CP2</b>	<b>Fiscal 2024 Estimated Revenues Remaining for Projects</b>	<b>Articles</b>	<b>FATM 2023</b>	<b>FATM Reserves / Set Asides</b>	<b>Balances Remaining</b>
Reserved for Open Space	-					-
Reserved for Community Housing	734,449.00		9A Habitat for Humanity - Housing	(100,000.00)	403,907.00	656,831.00
			9B PHA - Oak St Housing	(381,525.00)		
Reserved for Historic Resources	-					-
2024 Estimated Annual Revenues		3,473,596.00	9C - Plymouth Guild - PCA - Historic Russell Library	(443,942.00)	-	-
			9E - Rocky Pond Rd - Open Space	(175,000.00)		
			9F - Rocky Hill Road - Open Space	(1,210,000.00)		
			9G - Hedges Pond Recreation Area - Recreation	(157,500.00)		
			9H - Stephens Field - Recreation	(1,487,154.00)		
Budgeted Reserve			Not Needed		-	
<b>Unreserved - for any Purpose</b>						
Undesignated Fund Balance	1,373,299.64					1,373,299.64
<b>Grand Total</b>	<b>2,107,748.64</b>			<b>(3,955,121.00)</b>	<b>403,907.00</b>	<b>2,030,130.64</b>

**Community Preservation Fund  
FISCAL 2024 SOURCES & USES OF FUNDS  
Report for Community Preservation Committee**

**SOURCES:**

**Estimated 2024 CPA Revenues:**

Estimated Tax Revenue		\$ 208,253,071
CPA Surcharge Rate		1.50%
Estimated Surcharge for 2024 (Less 3-Year Avg in Abatements)		\$ 3,111,660
Investment Earnings		\$ 25,000
<b>State Trust Fund Distribution estimated at 30.57% (4 Prior Year Average)</b>	2,952,400	<u>\$ 902,406</u>
		<u><b>\$ 4,039,066</b></u>

**USES:**

***To meet the required Percentages (%) from 2024 Estimated CPA Revenues:***

Open Space	10%	Rec	\$ -
Historic Resources	10%	Rec	\$ -
Community Housing	10%		\$ 403,907
<b>Total required to be spent or set aside</b>			<b>\$ 403,908</b>

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

CPA Operating Budget	4.00%	\$ 161,563
Interest Expense on Debt		\$ -
<b>Total Budget</b>		<b>\$ 161,563</b>

Article Spending from Estimated Receipts	\$ -
Amended amount to be set aside in budgeted reserve / Spending Recommendation	<u><b>\$ 3,473,596</b></u>



## ARTICLE 10:

### **ARTICLE 10: Land Donation**

To see if Town will vote to authorize the Select Board to acquire by gift, purchase or otherwise, and upon such terms and conditions as the Select Board deems appropriate, to accept a deed to the property located on Bourne Road being a portion of Lot A-16, in Plymouth, Massachusetts, for general municipal purposes, consisting of approximately 2.33 acres for general municipal purposes as shown on a plan of land on file with the Town Clerk, entitled Makepeace - Bourne Road - Proposed Fire Station, Prepared For: The Town of Plymouth, Prepared by: Scott Ludwig, Dated: July 8, 2023. Said land or interest to be managed by the Select Board, or take any other action relative thereto.

SELECT BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 10. Approval of this Article will authorize the Town to accept the gift of land (2.35 acres) from A.D. Makepeace, located in the area of 220 Bourne Road for the purpose of a new Bourne Road Fire Station.





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

Date: July 25, 2023

To: Select Board  
Advisory and Finance Committee

Cc: Derek Brindisi, Town Manager  
Brad Brothers, Asst. Town Manager

From: Neil Foley, Chief of Department

**Re: Article 10 Gift of Land- Bourne Road**

Article 10 requests to authorize the Select Board to accept a gift of land that has been generously donated by A.D. Makepeace located in the area of 220 Bourne Road and consisting of approximately 2.33 acres, as shown on a plan of land on file with the Town Clerk for general municipal, entitled Makepeace - Bourne Road - Proposed Fire Station, Dated: July 8, 2023.

The Bourne Road Fire Station, commissioned in 1977, was built to reduce response times in a sparsely populated section of South Plymouth of approximately 14.55 square miles. Originally a call station with no or limited full-time staff and designed with two single bays capable of housing a pumping engine and a brush truck with barely enough facilities to staff one of those. The rapid residential growth in this area is driving an emergency service demand of over forty-five percent since 2019. This area of our town would benefit from having an ambulance due to the growing demand, but it will not be possible at the current location.

Some of the significant challenges to the current station location are:

- The station has two single apparatus bays that house (1) Pumping Engine and (1) Brush Breaker with no room for an ambulance or additional fire apparatus to meet this area's growth.
- There is a poor line of sight in either direction of Bourne Road, and motorists are often caught off guard when fire apparatus enter the roadway from the station.
- The living quarters are in the basement, creating challenges to maintaining healthy living conditions and air quality for our firefighters.
- The small dormitory and the single bathroom cannot support additional staff and no longer meet today's social norms.

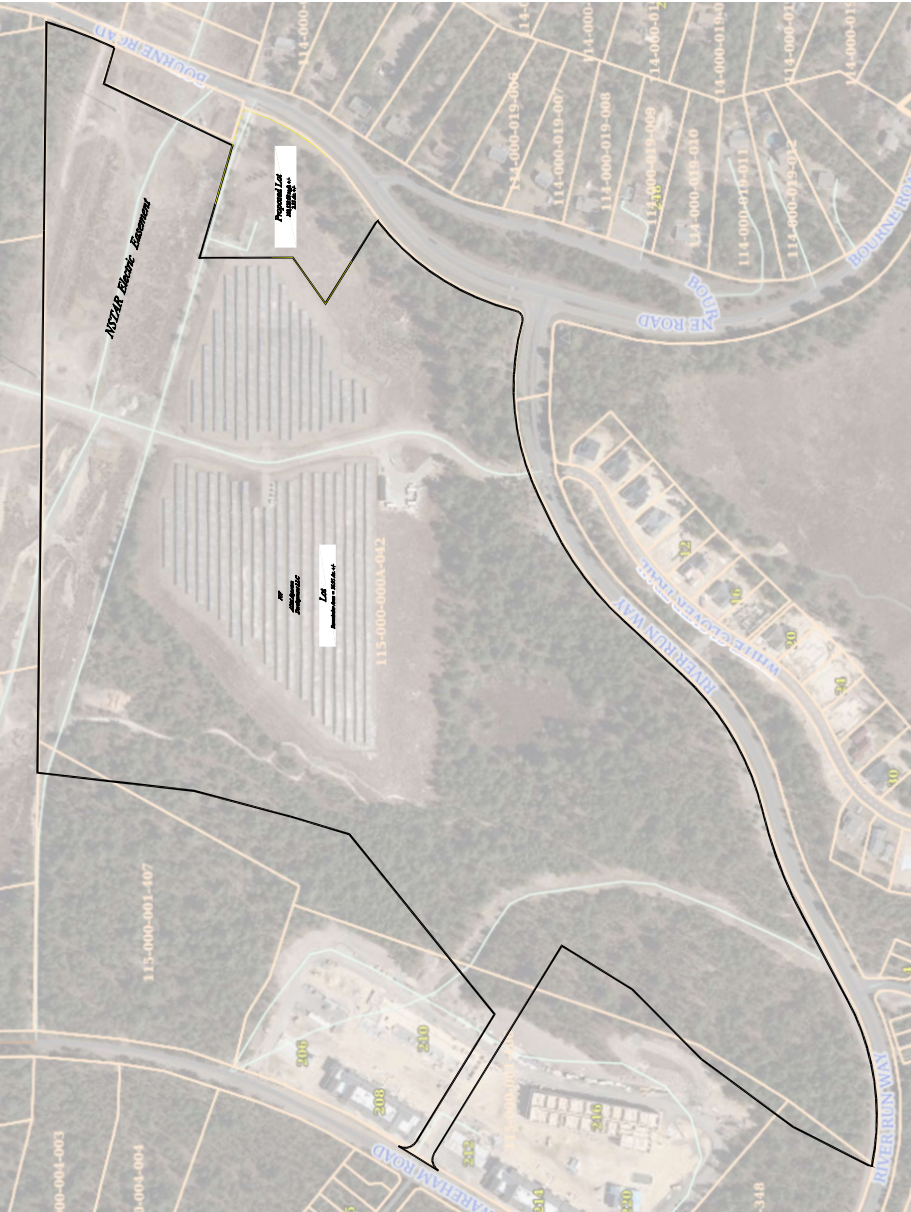
At the 2020 Spring Special Town Meeting, Articles 5 and 6 were approved to analyze existing conditions, make necessary repairs, and develop plans for construction or renovations of Stations 2,

4, 5, and Headquarters. In 2021, the Building Committee recommended abandoning the current location of Station 4 and building a new station to meet the expanding needs of South Plymouth and the surrounding area. The driver for this was the existing lot size and configuration that would not allow for suitable expansion.

In August of 2021, a response time study looking at current and future response needs concluded that a new Station 4 should be located a bit further north on Bourne Road, prompting Fire Department staff and building committee members to meet with area landowners to find a suitable parcel of land for a new Station 4.

In February 2023, A.D. Makepeace, understanding the town's challenges in locating an alternative to Station 4's location, attended the Select Board meeting to pledge a donation of land across from 220 Bourne Road. This parcel of land is in an excellent location to meet current and future community response needs. It has greater visibility from the road, increasing motorist safety when fire apparatus enters the roadway. In addition, initial surveys have found the land suitable for construction and near a water distribution system, eliminating the need for complex groundwater pumps to supply the station and its fire suppression system.

Discussions on the timeframe of a new Bourne Road Fire Station are on hold while we secure the land needed to construct a replacement station.



Locus Map - 1"=300'

NOTE:  
The purpose of this plan

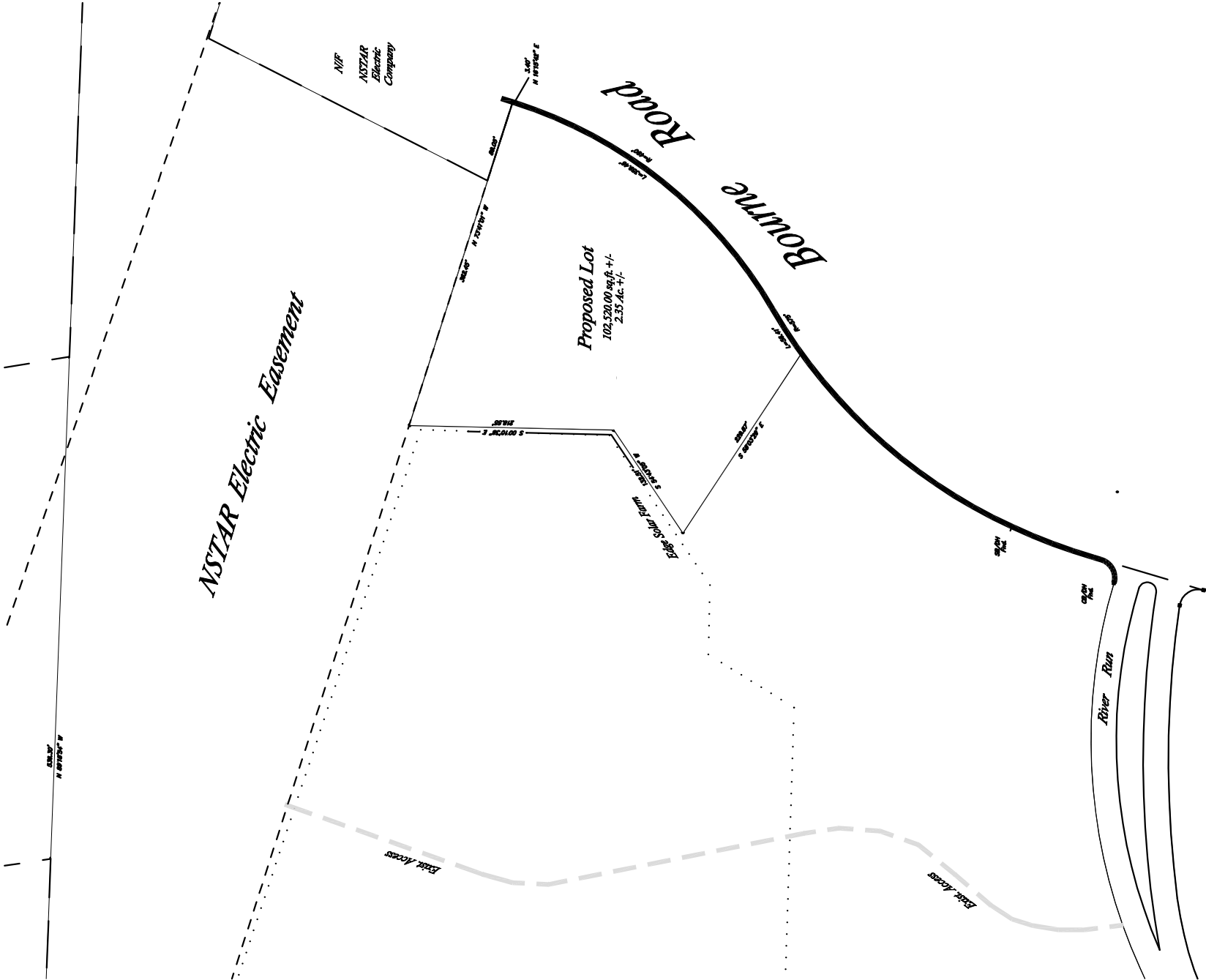


Makepeace - Bourne Road - Proposed Fire Station

# Plan of Land in Plymouth, Massachusetts

Prepared For: The Town of Plymouth  
Scale: 1"=100'  
Date: July 8, 2023  
Prepared By: Plymouth Department of Public Works - Engineering Division  
Scott T. Ludwig R.P.L.S.  
Town Surveyor

DRAWN BY:
CHECKED BY:
APPROVED BY:
SHEET 1 OF 1







## ARTICLE 11:

### ARTICLE 11: EV Charging Fund

To see if the Town will vote pursuant to G.L. c.44, §53E ½ to establish a new revolving fund, to be known as EV Charging; and further, to amend General Bylaws Chapter 143: Departmental Revolving Funds, particularly §143-5, by inserting the underlined text in a new row at the end of the Table of authorized revolving funds, as follows, and, further, to establish a fiscal year expenditure limit of \$200,000 for such fund, to be applicable from fiscal year to fiscal year unless amended by Town Meeting prior to July 1 in any fiscal year:

<u>A</u> Revolving Fund	<u>B</u> Department, Board, Committee, Agency or Officer Authorized to spend from the Fund	<u>C</u> Fees, Charges or other Receipts Credited to Fund	<u>D</u> Program or Activity Expenses Payable from Fund	<u>E</u> Fiscal Years
<u>EV Charging</u>	<u>Climate Resiliency and Sustainability Planner</u>	<u>Any fees collected for use of the EV chargers</u>	<u>This fund shall be used for electricity charges, equipment, and recurring network software costs</u>	<u>Fiscal Year 2024 and subsequent years</u>

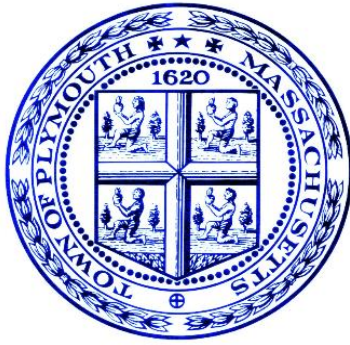
or take any other action relative thereto.

SELECT BOARD

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

The Advisory & Finance Committee recommends Town Meeting approve Article 11. Approval of this Article will establish a new revolving fund, EV Charging, authorize the Town to charge a fee for the use of the public access EV Charging stations across the community, authorize the Town to use the fees collected to pay the costs associated with the electricity charges, equipment maintenance and recurring network software costs, and authorize the Town to set the FY24 Spending Cap for \$200,000.





# TOWN OF PLYMOUTH

OFFICE OF THE TOWN MANAGER  
26 COURT STREET, PLYMOUTH, MA 02360  
PHONE: (508) 747-1620  
WWW.PLYMOUTH-MA.GOV

## MEMORANDUM

---

TO: Select Board  
CC: Derek Brindisi- Town Manager,  
Brad Brothers- Assistant Town Manager,  
Lynne Barrett- Director of Finance  
FROM: Mark Reil- Climate Resiliency and Sustainability Planner  
DATE: 8/8/23  
SUBJECT: **Amending the General Bylaws to Create an EV Charging Revolving Account**  
**(Article #11 and #12)**

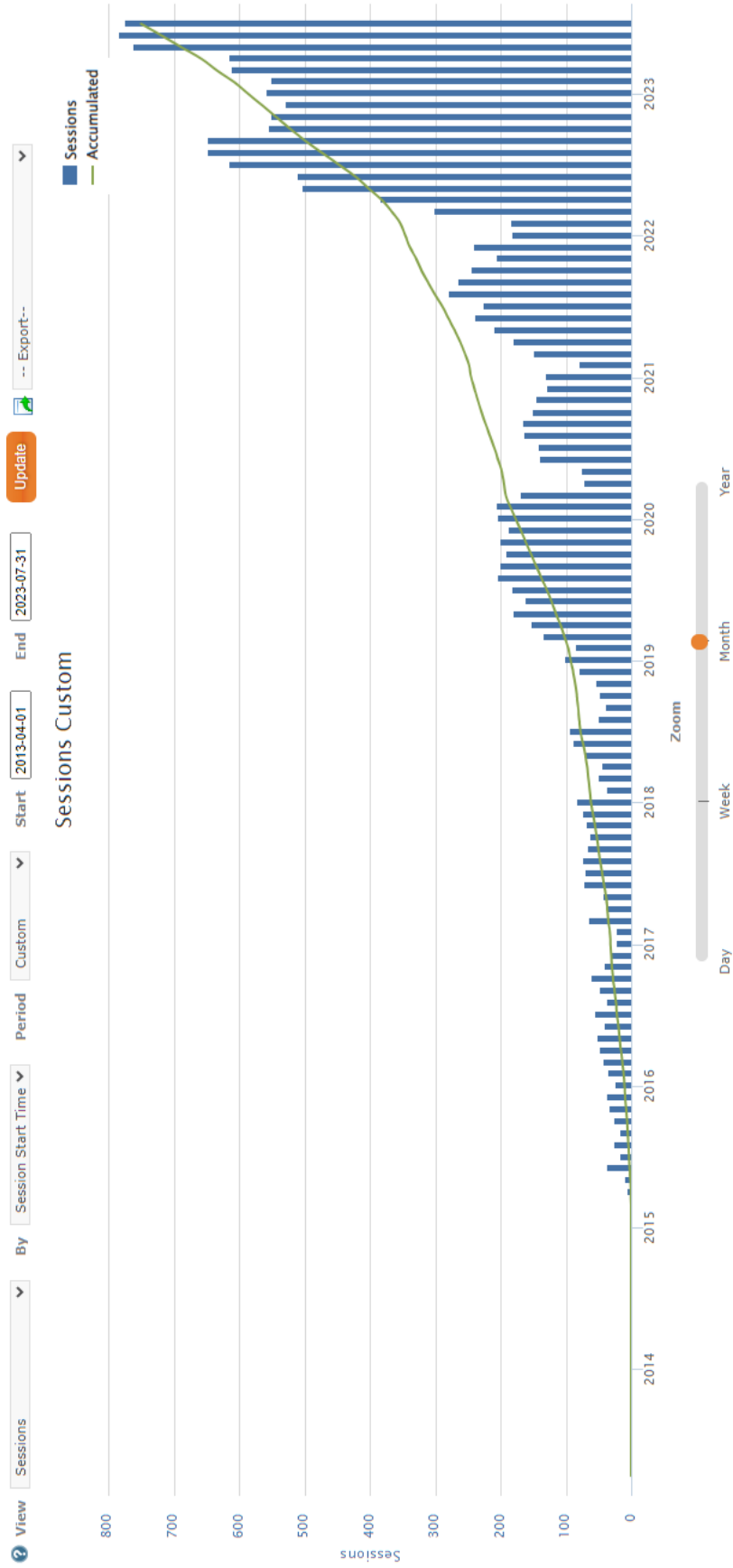
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Since 2014, the Town of Plymouth has gradually added public access electric vehicle chargers across the community. This is a valuable service not only to residents, but also to the thousands of visitors that come to Plymouth each year. With exponential growth in electric vehicle drivers, we have seen a great increase in the use of our charging network. Historically, the Town has provided this service at no cost to the users. As of July 2023, the Town has started to charge for electricity use at cost plus a 20% premium. Additionally, there is a fee of \$10/hour for vehicles that remain parked at the charging station for more than 30 minutes after their vehicle has stopped charging.

In the first partial month of establishing these fees, we collected over \$2,000 from July 7<sup>th</sup> through the 30<sup>th</sup>. With this new revenue stream, there is a need for the creation of a revolving account to retain these fees. The fees collected will be utilized to pay the associated electricity bills as well as the required software subscriptions for monitoring. The collected fees are anticipated to cover future hardware maintenance and the expansion of the existing network as demand for public access charging increases. The recommended threshold for this revolving account is \$200,000. This amount would be the estimated cost of replacing double the existing network hardware.

The Town will continue to utilize all available State and Federal grant dollars, but having available funds through this revolving account will ensure that the program can sustain itself without having a direct impact to the Town budget.

Please see attached chart on page 2 shows the rapid growth in use of our EV charging network in Plymouth. May, June and July of 2023 were the top 3 record use months since the establishment of the network.



## ARTICLE 13:

### **ARTICLE 13: Conveyance of Tax Title Property to Parks & Forestry**

To see if the Town will vote to transfer the care, custody, management, and control of the parcels listed below from the Town Treasurer for tax title purposes to Parks & Forestry for open space and recreational purposes, and further to authorize Parks & Forestry to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, as follows:

<b>Parcel ID</b>	<b>Location</b>	<b>Legal Reference</b>	<b>Recording Date</b>
100-000-029-000	Billington Street	Bk: 15751, Pg: 309	Dec 23, 1997
100-000-051-000	Billington Sea	Bk: 7580, Pg: 202	March 30, 1987
100-000-052-000	Billington Sea	Bk: 7580, Pg: 202	March 30, 1987
100-000-053-000	Billington Sea	Bk: 7580, Pg: 202	March 30, 1987

or take any other action relative thereto.

OPEN SPACE COMMITTEE

### **RECOMMENDATION: Approval (9-4-1)**

The Advisory & Finance Committee recommends Town Meeting approve Article 13. Approval of this article will transfer the listed parcels from the Town Treasurer to Parks & Forestry for open space and recreational purposes. The parcels were taken by the Town through a tax lien proceeding.



# Memo

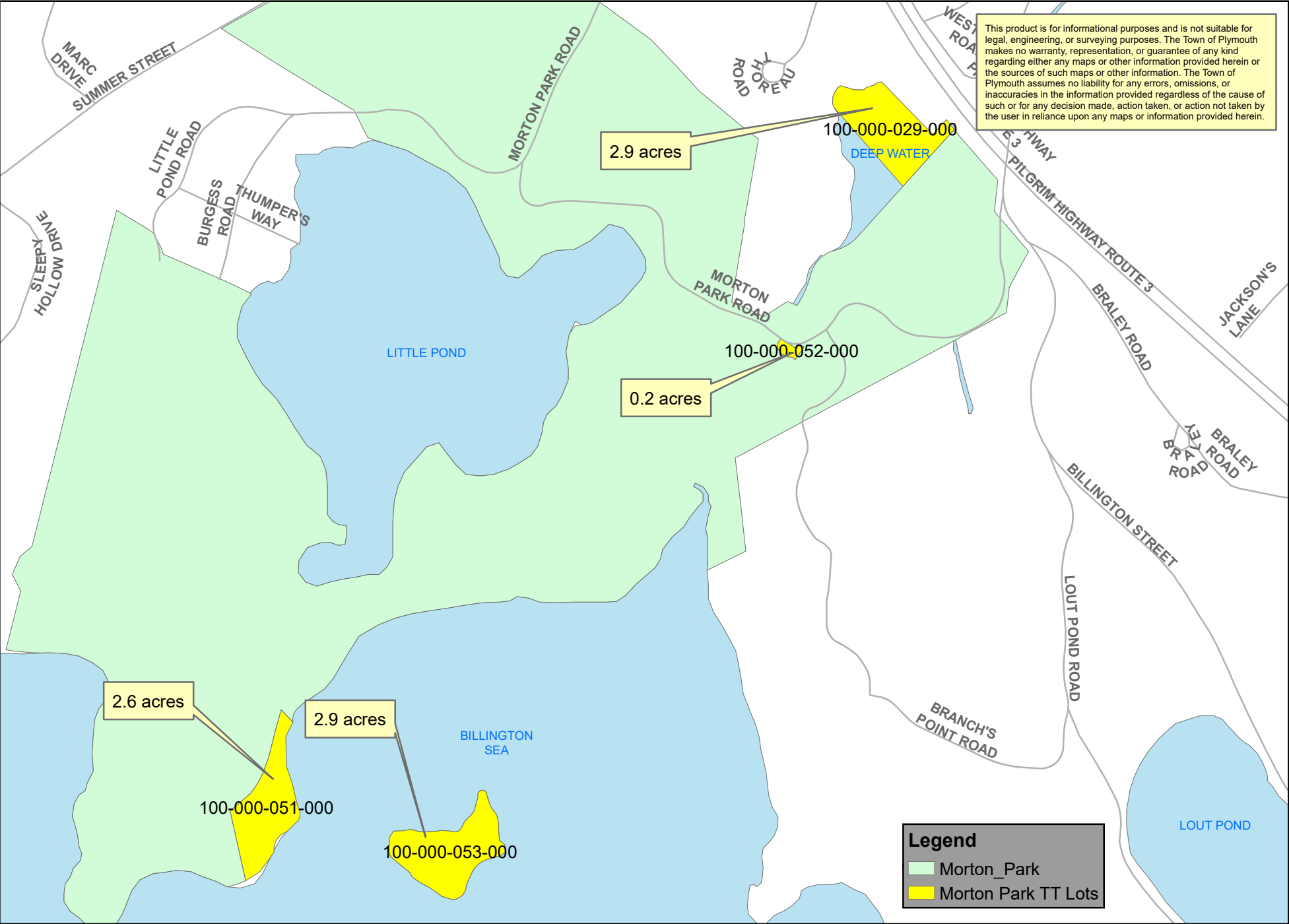
To: Brad Brothers, Assistant Town Manager  
From: Plymouth Open Space Committee  
Date: July 12, 2023  
Re: 2023 Fall Town Meeting – Article 13  
.....

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

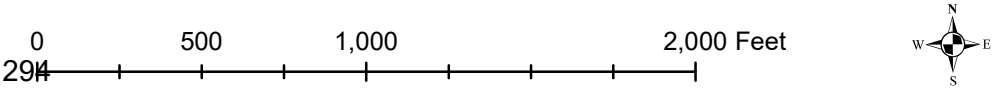
To see if the Town will vote to transfer the care, custody, management, and control of the parcels listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes to Parks & Forestry for open space and recreational purposes, and further to authorize Parks & Forestry to execute any and all instruments as may be necessary to effectuate the vote taken hereunder or take any other action relative thereto.

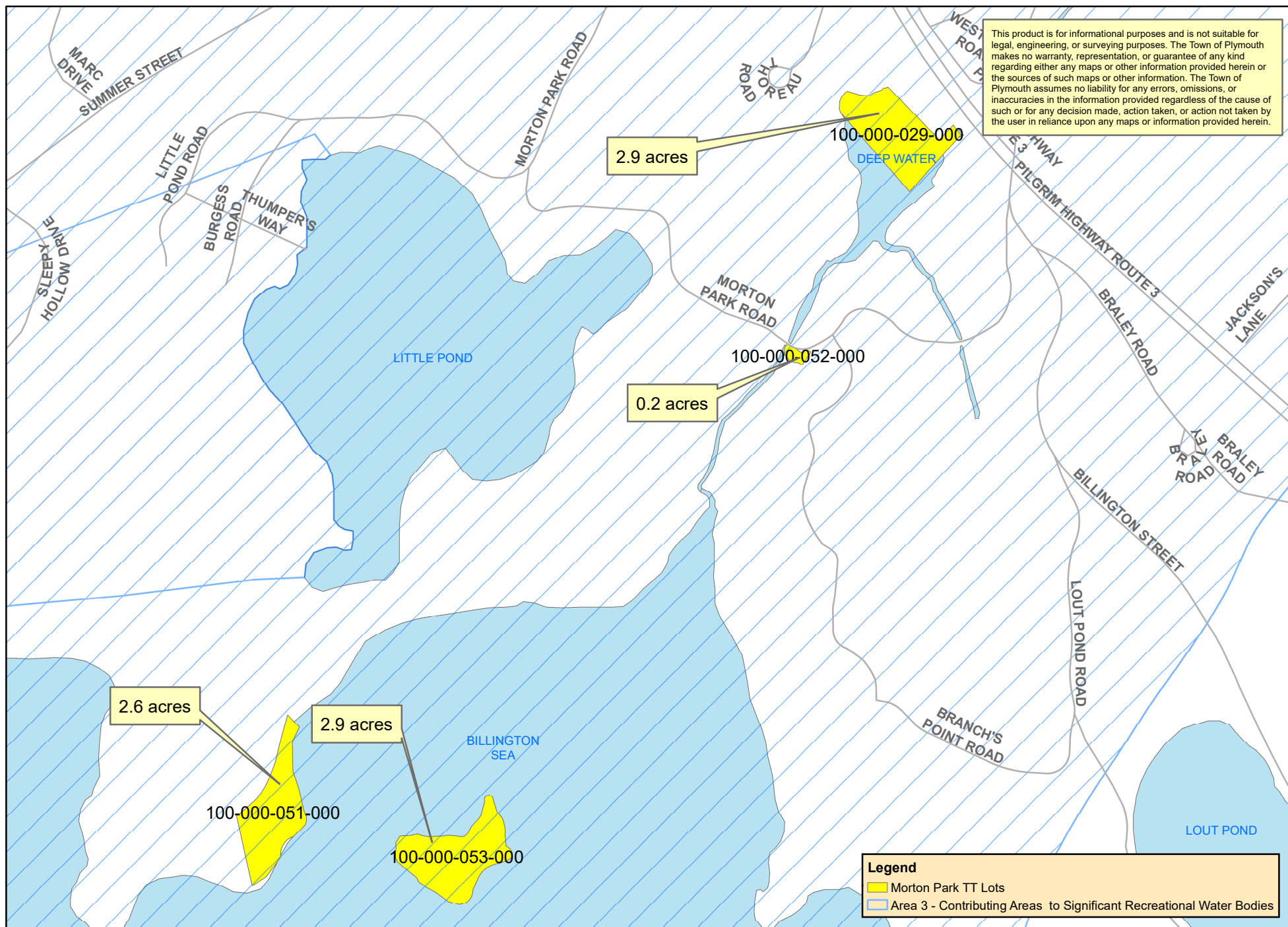
Parcel ID	Location	Legal Reference	Recording Date
100-000-029-000	Billington Street	Bk: 15751, Pg: 309	Dec 23, 1997
100-000-051-000	Billington Sea	Bk: 7580, Pg: 202	March 30, 1987
100-000-052-000	Billington Sea	Bk: 7580, Pg: 202	March 30, 1987
100-000-053-000	Billington Sea	Bk: 7580, Pg: 202	March 30, 1987





Morton Park Tax Title Properties  
May 1, 2023





Morton Park Tax Title Properties  
FTM 2023  
Aquifer Protection



Card 1 of 1

Location <b>BILLINGTON SEA</b>	Property Account Number <b>16649</b>	Parcel ID <b>100-000-051-000</b> Old Parcel ID <b>9100 -G01 -100*0117*</b>
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Current Property Mailing Address

Owner <b>PLYMOUTH TOWN OF</b>  Address <b>26 COURT ST</b>	City <b>PLYMOUTH</b> State <b>MA</b> Zip <b>02360</b> Zoning <b>RR</b>
---	---

Current Property Sales Information

Sale Date <b>3/30/1987</b> Sale Price <b>0</b>	Legal Reference <b>7580-202</b> Grantor(Seller) <b>Folger</b>
---	--

Current Property Assessment

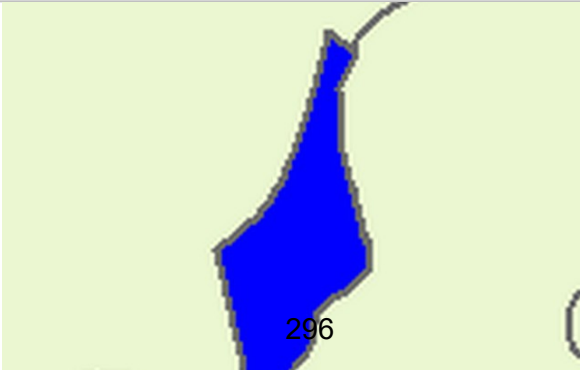
Year <b>2023</b>  Land Area <b>2.259 acres</b>	<u>Card 1 Value</u> Building Value <b>0</b> Xtra Features Value <b>0</b> Land Value <b>263,800</b> Total Value <b>263,800</b>
--	---

Narrative Description

This property contains **2.259 acres** of land mainly classified as **Vacant TT** with a(n) **N/A** style building, built about , having **N/A** exterior and **N/A** roof cover, with **0** unit(s), **0** total room(s), **0** total bedroom(s), **0** total bath(s), **0** total half bath(s), **0** total 3/4 bath(s).

Legal Description

Property Images

No Sketch Available		No Picture Available
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Card 1 of 1

Location <b>BILLINGTON ST</b>	Property Account Number <b>65137</b>	Parcel ID <b>100-000-029-000</b> Old Parcel ID <b>9100 -G01 -100*0040*</b>
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Current Property Mailing Address

Owner <b>PLYMOUTH TOWN OF</b> Address <b>26 COURT ST</b>	City <b>PLYMOUTH</b> State <b>MA</b> Zip <b>02360</b> Zoning <b>RR</b>
---	---

Current Property Sales Information

Sale Date <b>1/1/1997</b> Sale Price <b>0</b>	Legal Reference <b>1575-309</b> Grantor(Seller)
--	--

Current Property Assessment


Year <b>2023</b> Land Area <b>2.770 acres</b>	<u>Card 1 Value</u> Building Value <b>0</b> Xtra Features Value <b>0</b> Land Value <b>9,800</b> Total Value <b>9,800</b>
--	---

Narrative Description

This property contains **2.770 acres** of land mainly classified as **Vacant TT** with a(n) **N/A** style building, built about , having **N/A** exterior and **N/A** roof cover, with **0** unit(s), **0** total room(s), **0** total bedroom(s), **0** total bath(s), **0** total half bath(s), **0** total 3/4 bath(s).

Legal Description

Property Images

No Sketch Available		No Picture Available
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Card 1 of 1

Location <b>FROSTCAKE MORTON</b>	Property Account Number <b>16650</b>	Parcel ID <b>100-000-052-000</b> Old Parcel ID <b>9100 -G01 -100*0014*</b>
----------------------------------	--------------------------------------	---

Current Property Mailing Address

Owner <b>PLYMOUTH TOWN OF</b> Address <b>26 COURT ST</b>	City <b>PLYMOUTH</b> State <b>MA</b> Zip <b>02360</b> Zoning <b>RR</b>
---	---

Current Property Sales Information

Sale Date <b>1/1/1976</b> Sale Price <b>0</b>	Legal Reference <b>4171-343</b> Grantor(Seller) <b>PLYMOUTH,TOWN OF</b>
--	--

Current Property Assessment

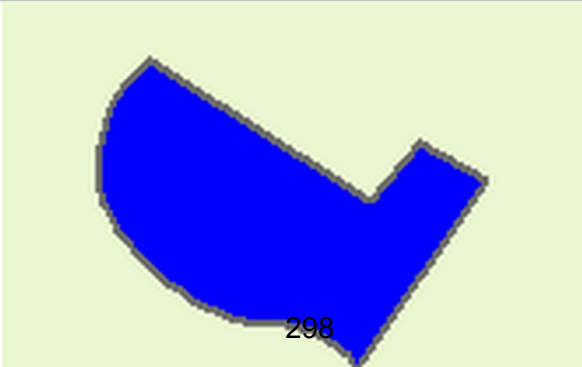
Year <b>2023</b> Land Area <b>0.130 acres</b>	<u>Card 1 Value</u> Building Value <b>0</b> Xtra Features Value <b>0</b> Land Value <b>1,500</b> Total Value <b>1,500</b>
--	---

Narrative Description

This property contains **0.130 acres** of land mainly classified as **Vacant TT** with a(n) **N/A** style building, built about , having **N/A** exterior and **N/A** roof cover, with **0** unit(s), **0** total room(s), **0** total bedroom(s), **0** total bath(s), **0** total half bath(s), **0** total 3/4 bath(s).

Legal Description

Property Images

No Sketch Available		No Picture Available
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Card 1 of 1

Location <b>ISL BILLINGTON SEA</b>	Property Account Number <b>16649</b>	Parcel ID <b>100-000-053-000</b> Old Parcel ID <b>9100 -G01 -100*0118*</b>
------------------------------------	--------------------------------------	---

Current Property Mailing Address

Owner <b>PLYMOUTH TOWN OF</b>  Address <b>26 COURT ST</b>	City <b>PLYMOUTH</b> State <b>MA</b> Zip <b>02360</b> Zoning <b>RR</b>
---	---

Current Property Sales Information

Sale Date <b>3/30/1987</b> Sale Price <b>0</b>	Legal Reference <b>7580-202</b> Grantor(Seller) <b>FOLGER</b>
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Current Property Assessment

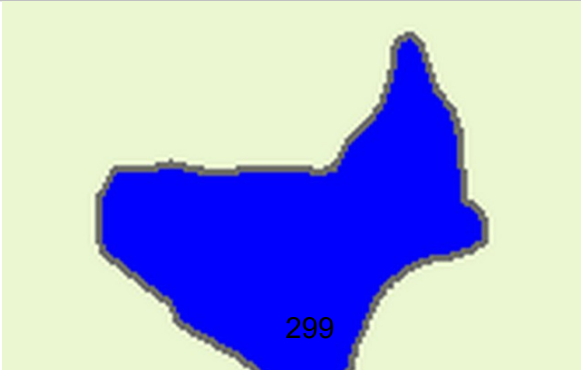
Year <b>2023</b>  Land Area <b>2.919 acres</b>	<u>Card 1 Value</u> Building Value <b>0</b> Xtra Features Value <b>0</b> Land Value <b>270,300</b> Total Value <b>270,300</b>
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Narrative Description

This property contains **2.919 acres** of land mainly classified as **Vacant TT** with a(n) **N/A** style building, built about , having **N/A** exterior and **N/A** roof cover, with **0** unit(s), **0** total room(s), **0** total bedroom(s), **0** total bath(s), **0** total half bath(s), **0** total 3/4 bath(s).

Legal Description

Property Images

No Sketch Available		No Picture Available
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(SEAL)

Received & Recorded  
 PLYMOUTH COUNTY  
 REGISTRY OF DEEDS  
 23 DEC 1997 09:00AM  
 JOHN D. RIORDAN  
 REGISTER  
 Bk 15751 Pg 309

## COMMONWEALTH OF MASSACHUSETTS

## LAND COURT

## DEPARTMENT OF THE TRIAL COURT

Case No. 100644 T.L.

## FINAL JUDGMENT IN TAX LIEN CASE

Town of Plymouth

vs.

Plymco Millwork Inc.

## JUDGMENT

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

ADJUDGED and ORDERED that all rights of redemption are forever foreclosed and barred under the deed

given by the Collector of Taxes for the Town  
 of Plymouth in the County of Plymouth  
 and said Commonwealth, dated January 22, 1993 and duly recorded in  
 Book 11613 Page 63

By the Court (Lombardi, J.)

Attest:

Dated November 6, 1997

Charles W. Trombly, Jr.  
 Recorder

dm

ATTORNEY COPY  
 ATTEST:

*Charles W. Trombly, Jr.*

RECORDER

← END OF INSTRUMENT →

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

THE COMMONWEALTH OF MASSACHUSETTS

Town of Plymouth

NAME OF CITY OR TOWN

OFFICE OF THE COLLECTOR OF TAXES

I, Edward D. Borgatti, Collector of Taxes for the City of Plymouth, pursuant and subject to the provisions of General Laws, Chapter 60, Sections 53 and 54, hereby take for said city town the following described land:

DESCRIPTION OF LAND

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

Land in said Plymouth on Billington St., shown as Lot 29 on Assessors' Plat 100, described in Ply. Deeds, B. 3856, P. 338.

Received & Recorded  
PLYMOUTH COUNTY  
REGISTRY OF DEEDS  
28 JAN 1993 12:47PM  
JOHN D. RIORDAN  
REGISTER

Said land is taken for non-payment of taxes as defined in Section 43 of said Chapter 60 assessed thereon to Plymco Millwork Inc.

for the year 19<sup>91</sup>, which were not paid within fourteen days after demand therefor made upon Plymco Millwork Inc. on October 3, 1991, and now remain unpaid together with interest and incidental expenses and costs to the date of taking in the amounts hereinafter specified, after notice of intention to take said land given as required by law.

19 <sup>91</sup> TAXES REMAINING UNPAID	\$ 41.94
INTEREST TO THE DATE OF TAKING	11.69
INCIDENTAL EXPENSES AND COSTS TO THE DAY OF TAKING	107.00
SUM FOR WHICH LAND IS TAKEN	\$ 160.63

WITNESS my hand and seal this 22nd day of January, 19<sup>93</sup>

Edward D. Borgatti, Collector of Taxes for the City of Plymouth

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth, ss.

January 27, 1993

Then personally appeared the above named Edward D. Borgatti and acknowledged the foregoing instrument to be his free act and deed as Collector of Taxes,

before me, James E. Coppola, Jr. - Notary Public  
My commission expires April 24, 1998

Received and entered with Registry of Deeds, Book, Page, Document No., Certificate of Title No.

Attest: Register

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



COMMONWEALTH OF MASSACHUSETTS  
LAND COURT  
DEPARTMENT OF THE TRIAL COURT

Case No. 52757

FINAL DECREE IN TAX LIEN CASE

Town of Plymouth

vs.

John H. Folger; Philip H. Folger  
Nancy F. Hammond

DECREE

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

ORDERED, ADJUDGED and DECREED that all rights of redemption are forever foreclosed and barred under the deed given by the Collector of Taxes for the Town

of Plymouth in the County of Plymouth  
and said Commonwealth, dated August 16, 1973 and duly recorded in  
Book 3929 Page 365

By the Court, (Cauchon, J.)  
Attest:

Charles W. Trumbly, Jr.  
Recorder

Dated February 20, 1987

al

AT TRUE COPY  
ATTEST

Charles W. Trumbly, Jr.

REC'D MAR 30 1987 AT 9-00AM AND RECORDED

RECORDER

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

800-39297 365

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth

CITY OF PLYMOUTH

OFFICE OF THE COLLECTOR OF TAXES

I, Edward D. Borgatti, Collector of Taxes for  
the ~~City~~ of Plymouth, pursuant and subject to the provisions  
of General Laws, Chapter 60, Sections 53 and 54, hereby take for said ~~city~~ town the following  
described land:

DESCRIPTION OF LAND

[The deed must be personally delivered to the person and must agree with the record of taking. In the case of  
registered land, the Certificate of Title Number and the Registry Volume and Page must be given.]

Lot 52 Plat 100 Frost Lake-Morton Pk., Nr. Bill. Sea, Pro. 74086

Lot 51 Plat 100 Billington Sea, Pro. 47086

Lot 53 Plat 100 Island, Billington Sea, Pro. 74086

Said land is taken for non-payment of taxes as defined in Section 43 of said Chapter 60  
assessed thereon to John H. Folger, Philip M. Folger and Nancy F. Hammond

for the year 1972, which were not paid within fourteen days after demand therefor made upon  
John H. Folger, Philip M. Folger  
and Nancy F. Hammond on February 5, 1973, and now  
remains unpaid together with interest and incidental expenses and costs to the date of taking in the  
amounts hereinafter specified, after notice of intention to take said land given as required by law.

1972 TAXES REMAINING UNPAID	\$ 26.48
INTEREST TO THE DATE OF TAKING	6.82
INCIDENTAL EXPENSES AND COSTS TO THE DATE OF TAKING	18.45
SUM FOR WHICH LAND IS TAKEN	\$ 121.75

WITNESS my hand and seal this 16th day of August, 1973.

Edward D. Borgatti, Collector of Taxes for the ~~City~~ of Plymouth  
Town

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth

SEP 5 1973

Then personally appeared the above named Edward D. Borgatti  
and acknowledged the foregoing instrument to be his free act and deed as Collector of Taxes,  
before me, July 14 1973, SP Andrew J. Collins  
Notary Public for the State of Massachusetts

REC'D SEP 6 1973 AT 1:45 PM AND RECORDED

200-4162  
Pg. 459  
200-4171  
Pg. 342  
200-4225  
Pg. 243  
See Bt 7580  
Pg. 202



## ARTICLE 14:

### **ARTICLE 14: Conveyance of Tax Title Property to Conservation Commission**

To see if the Town will vote to transfer the care, custody, management, and control of the parcels listed below from the Town Treasurer for tax title purposes to the Conservation Commission for conservation purposes pursuant to G.L. c. 40, section 8C; and further to authorize the Conservation Commission to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, as follows:

<b>Parcel ID</b>	<b>Location</b>	<b>Legal Reference</b>	<b>Recording Date</b>
058-000-013-000	Off Valley Road	Bk. 1820, Pg. 50	November 15, 1941
073-000-007-192	Off Shallow Pond Lane	Bk. 26980, Pg. 115	November 6, 2003

or take any other action relative thereto.

OPEN SPACE COMMITTEE

### **RECOMMENDATION: Approval (11-2-1)**

The Advisory & Finance Committee recommends Town Meeting approve Article 14. Approval of this article will transfer the listed parcels from the Town Treasurer to the Conservation Commission for open space and conservation purposes. The parcels were taken by the Town through a tax lien proceeding.



# Memo

To: Brad Brothers, Assistant Town Manager  
From: Plymouth Open Space Committee  
Date: July 18, 2023  
Re: 2023 Fall Annual Town Meeting – Article 14

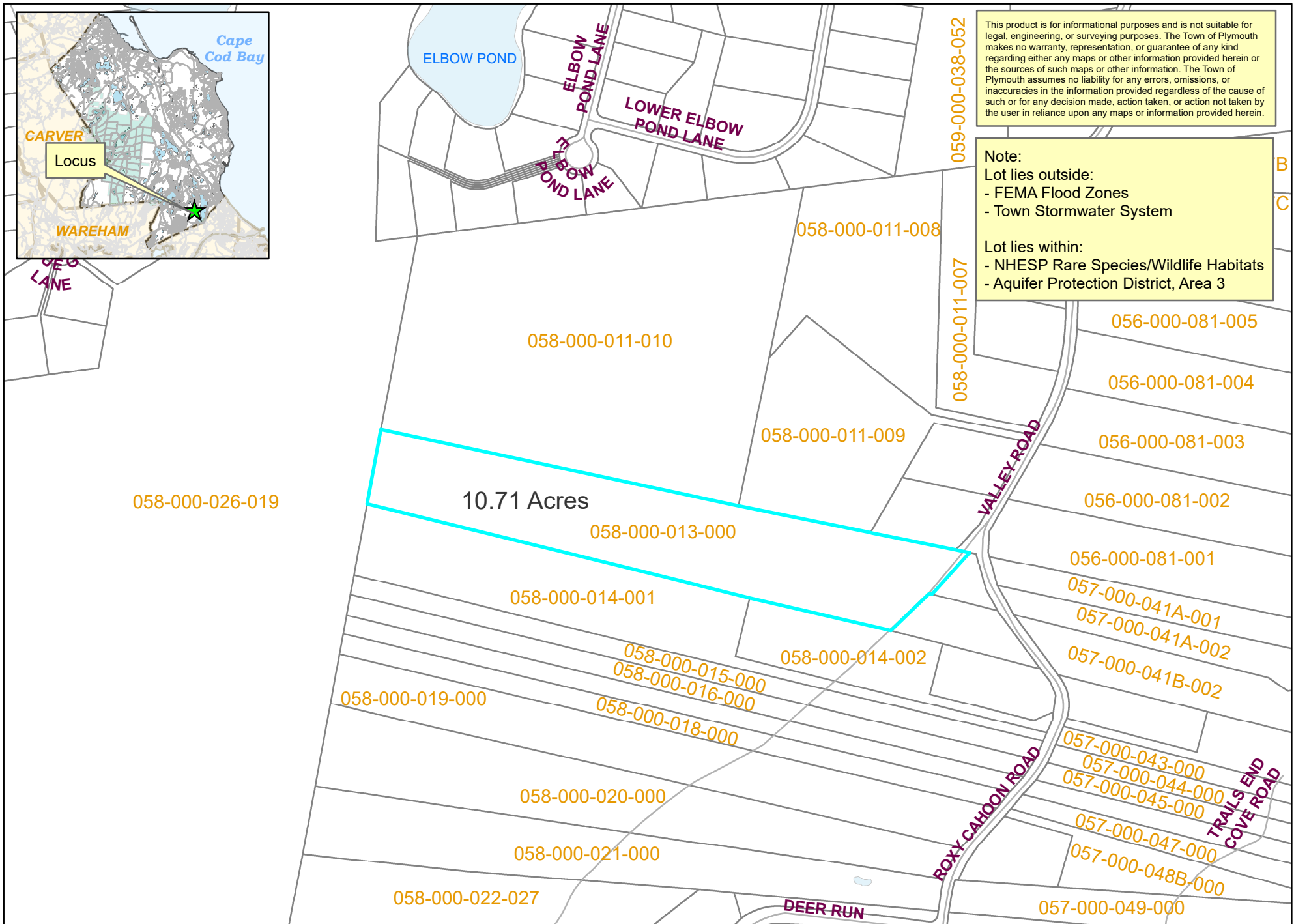
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Please reserve the following article for the upcoming 2023 Fall Annual Town Meeting:

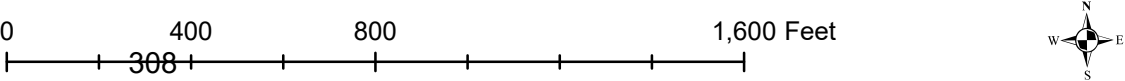
To see if the Town will vote to transfer the care, custody, management and control of the parcels listed below as on file with the Town Clerk, from the Town Treasurer for tax title purposes to the Conservation Commission for conservation purposes pursuant to G.L. c. 40, section 8C; and further to authorize the Conservation Commission to execute any and all instruments as may be necessary to effectuate the vote taken hereunder, or take any other action relative thereto.

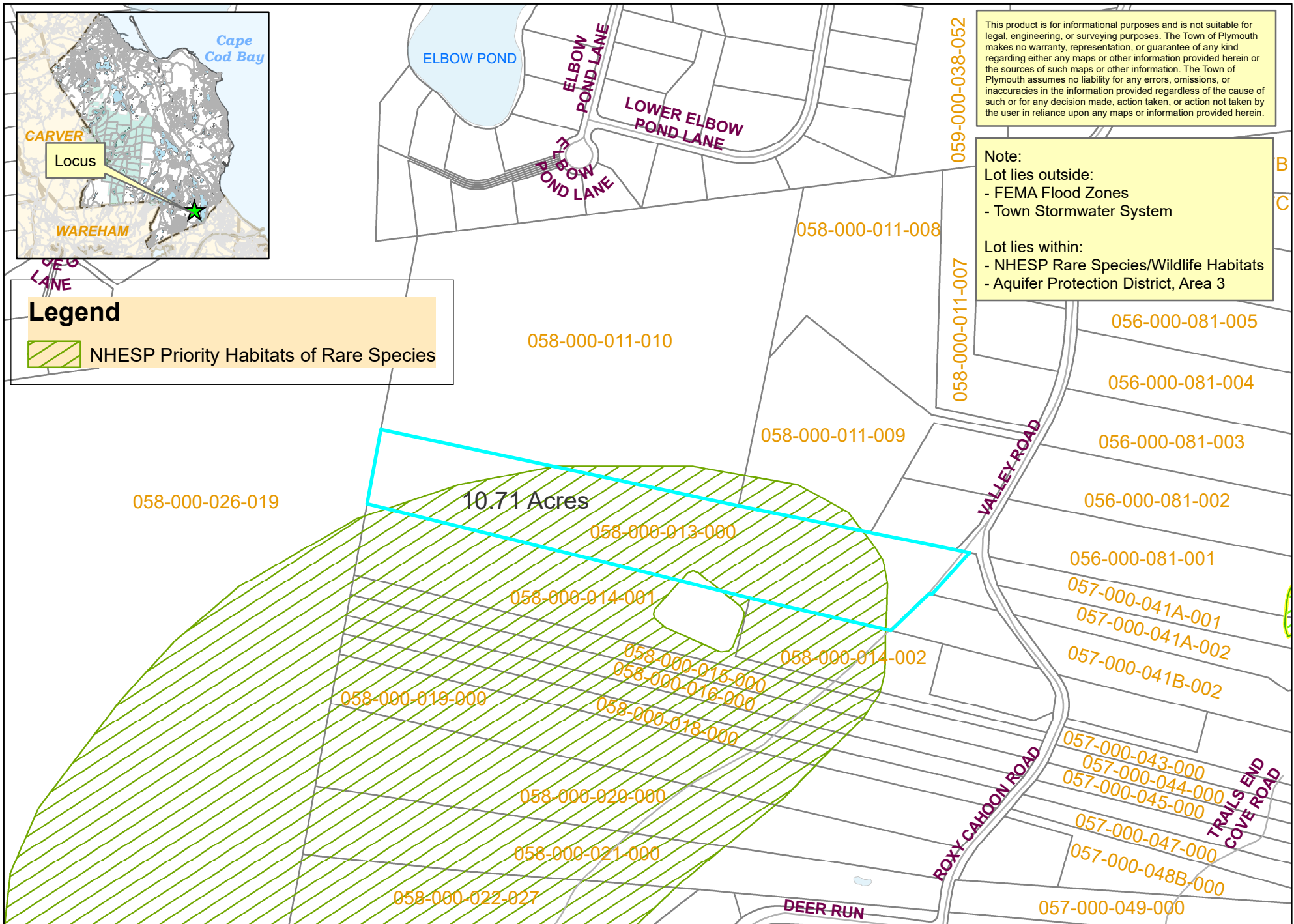
Parcel ID	Location	Legal Reference	Recording Date
058-000-013-000	Off Valley Road	Bk. 1820, Pg. 50	November 15, 1941
073-000-007-192	Off Shallow Pond Lane	Bk. 26980, Pg. 115	November 6, 2003

- 058-000-013-000:
  - 10.71 acres
  - Lies within NHESP & Area 3 of Plymouth's Aquifer Protection District.
  - Directly abuts >150 acres of protected open space, including the Elbow Pond Conservation Area.
- 073-000-007-192:
  - 1.43 acres
  - Directly abuts >208 acres of protected open space (Briggs Property)
  - Would become part of the greater Beaver Dam Conservation Area, Briggs Property, Indian Brook Conservation Area, Little Island Pond Conservation Area and Talcott Estate consisting of over 1,055 acres.
  - Would be an excellent opportunity for public access to these properties.

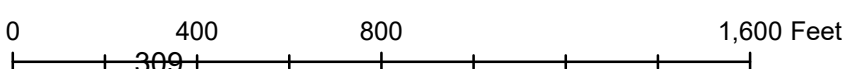


Fall Town Meeting 2023  
Tax Title Property: Map 58, Lot 13





Fall Town Meeting 2023  
Tax Title Property: Map 58, Lot 13







Card 1 of 1

Location <b>BOURNE DIV-VALLEY</b>	Property Account Number <b>12114</b>	Parcel ID <b>058-000-013-000</b> Old Parcel ID <b>9100 -G01 -058*0013*</b>
-----------------------------------	--------------------------------------	---

Current Property Mailing Address

Owner <b>PLYMOUTH TOWN OF</b>  Address <b>26 COURT ST</b>	City <b>PLYMOUTH</b> State <b>MA</b> Zip <b>02360</b> Zoning <b>RR</b>
---	---

Current Property Sales Information

Sale Date <b>1/1/1941</b> Sale Price <b>0</b>	Legal Reference <b>1820-50</b> Grantor(Seller)
--	---

Current Property Assessment

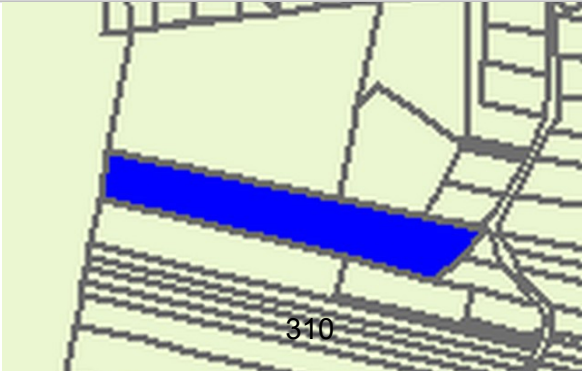
Year <b>2023</b>  Land Area <b>10.709 acres</b>	<u>Card 1 Value</u> Building Value <b>0</b> Xtra Features Value <b>0</b> Land Value <b>379,400</b> Total Value <b>379,400</b>
---	---

Narrative Description

This property contains **10.709 acres** of land mainly classified as **Vacant TT** with a(n) **N/A** style building, built about , having **N/A** exterior and **N/A** roof cover, with **0** unit(s), **0** total room(s), **0** total bedroom(s), **0** total bath(s), **0** total half bath(s), **0** total 3/4 bath(s).

Legal Description

Property Images

No Sketch Available		No Picture Available
------------------------	--	-------------------------

## THE COMMONWEALTH OF MASSACHUSETTS

Plymouth, ss. June 5, 1939. Then personally appeared the above named Harold W. Baker and acknowledged the foregoing instrument to be his free act and deed as Collector of Taxes, before me-

Herbert K. Bartlett Notary Public Seal

My commission expires July 18, 1941.

Rec'd June 5, 1939 at 2:35 P. M. & recorded.

## THE COMMONWEALTH OF MASSACHUSETTS

## TOWN OF PLYMOUTH

## OFFICE OF THE COLLECTOR OF TAXES

I, Harold W. Baker, Collector of Taxes for the town of Plymouth, pursuant and subject to the provisions of General Laws (Ter.Ed.) Chapter 60, Section 53 and 54 as amended, hereby take for said town the following described land: JOHN B. McKENNA Herring Pond The land in the southerly part of the Town of Plymouth lying West of the Valley Road, so-called, and being a part of Lot No. 13, on a Plan of Bourne Heirs division of Herring Pond Lots, which Plan is on file in Plymouth County Registry of Deeds. The said land is further described as follows: Beginning at a marked tree at the said Valley Road and at land of Benjamin B. Abbe; thence running about Westerly by a line of marked trees to Lot No. 1 on said Plan of Herring Pond lots; thence North 19 deg. 30 min. East by a line of marked trees to Lot No. 12 on said Plan; thence running about Easterly by a line of marked trees and said Lot No. 12 to the said Valley Road; thence by said road to the first mentioned bound. Containing 10 acres, more or less.

Tax for the year 1937, \$2.96

Tax for the year 1938, Paid

Said land is taken for non-payment of taxes as defined in Section 43 of said Chapter 60 assessed thereon to JOHN B. McKENNA for the year 1937, which were not paid within fourteen days after demand therefor made upon John B. McKenna on January 25, 1938, and now remain unpaid together with interest and incidental expenses and costs to the date of taking in the amounts hereinafter specified, after notice of intention to take said land given as required by law.

1937 Taxes remain unpaid \$2.96

Interest to the date of taking .23

Incidental expenses and costs to

the date of taking 6.55

Sum for which land is taken \$9.74

WITNESS my hand and seal this 3rd day of June, 1939.

Harold W. Baker Collector of Taxes for the  
Town of Plymouth Seal

## THE COMMONWEALTH OF MASSACHUSETTS

Plymouth, ss. June 5, 1939. Then personally appeared the above named Harold W. Baker and acknowledged the foregoing instrument to be his free act and deed as Collector of Taxes, before me-

Herbert K. Bartlett Notary Public Seal

My commission expires July 18, 1941.

Rec'd June 5, 1939 at 2:35 P. M. & recorded.

## THE COMMONWEALTH OF MASSACHUSETTS

## TOWN OF PLYMOUTH

## OFFICE OF THE COLLECTOR OF TAXES

I, Harold W. Baker, Collector of Taxes for the town of Plymouth, pursuant and subject to the provisions of General Laws (Ter.Ed.) Chapter 60, Section 53 and 54 as amended, hereby take for said town the following described land: WILLIAM M. POST Herring Pond Land in Plymouth, bounded and described as follows: Lots 147-149 on a plan of "Great Herring Shores, Unit A," drawn by A. L. Wheeler, dated Oct. 1, 1926, duly recorded with Plymouth County Registry of Deeds. Tax for the year 1937, \$1.48 Said land is taken for non-payment of taxes as defined in Section 43 of said Chapter 60 assessed thereon to WILLIAM M. POST for the year 1937, which were not paid within fourteen days after demand therefor made upon William M. Post on January 25, 1938, and now remain unpaid together with interest and incidental expenses and costs to the date of taking in

McKenna  
by Coll.  
to

Town of  
Plymouth

See  
Bk. 1816  
Pg. 106

See  
Bk. 1820  
Pg. 50

Post  
by Coll.  
to

Town of  
Plymouth

See  
Bk. 1816  
Pg. 106

See  
Bk. 1818  
Pg. 416

Kenrick  
by Atty.  
to  
Hiller

KNOW ALL MEN BY THESE PRESENTS that I, GLEASON W. KENRICK, husband of Ruth H. Kenrick, of Rio Piedras, Puerto Rico, being married, for consideration paid, grant to FLORENCE L. HILLER, wife of Joseph Lilburne Hiller, of the town of Mattapoisett, in the County of Plymouth and Commonwealth of Massachusetts with QUITCLAIM COVENANTS the heretofore unrelinquished Courtesy and Homestead Rights which I acquired in the land in the aforesaid town of MATTAPOISETT as set forth in the Deed of George R. Hiller, Adm. of Estate of Lilburne Hiller, to my wife, Ruth H. Kenrick, said Deed being dated the 23rd day of August, 1937 and being recorded in Plymouth Registry of Deeds Book 1730 Pages 139-140 and to secure which property I made a substantial financial contribution understanding it, at the time of purchase, however, to be encumbered with the unreleased Dower and Homestead Rights belonging to the within grantee, the said Florence L. Hiller, which she acquired in the Warranty Deed of the late Lilburne Hiller to her husband Joseph L. Hiller, said Warranty Deed being dated May 4, 1929 and recorded in Plymouth Registry of Deeds Book 1574, page 35, which property was sold at Sheriff's Sale on the Fourteenth day of August 1937 without the release of the said grantee's Dower and Homestead Rights. The within grant covers a seven eighths undivided part of my unrelinquished Courtesy and Homestead Rights in the property which my wife, the said Ruth H. Kenrick, deeded in seven deeds, each covering one undivided eighth part of the said real estate, all of said seven deeds being dated the first day of March 1940 and the one undivided eighth part was granted to each of the following: Lydia Hiller, Charles E. Hiller, Ira R. Hiller, George R. Hiller, David S. Hiller, Matthew Hiller, Jennie M. Ludmann. The next foregoing seven named persons being parties at interest in Petition for Partition and Sale Case No. 52810 in the Plymouth County Probate Court, notice of which is recorded in Plymouth Registry of Deeds Book 1810 page 98 and which property therein is described as "The farm of the late Lilburne Hiller on Angelica Avenue, in Mattapoisett, Mass., consisting of house and about 60 acres of land on both sides of Pine Island Brook" which property is the same as that to which this grant applies. This grant applies to the same property which is advertised to be sold on November 15, 1941 at Commissioner's Sale of Real Estate by virtue of a decree ordering partition by the Probate Court for the County of Plymouth dated October 1, 1941. The seven deeds, each for one undivided eighth part, heretofore referred to are the same as those referred to in the Affidavit of Performance and Compliance with the Order, Judgment and Decree made by Joseph L. Hiller and filed on March 12, 1940 in the Plymouth Superior Court, Equity Case No. 25070. WITNESS my hand and seal this twelfth day of November 1941.

I.R.Stamps  
\$2.20  
Cancelled

Gleason W. Kenrick Seal  
By his Attorney in Fact, (Recorded  
in Plymouth County Deeds Book 1737  
Page 173.)  
Joseph L. Hiller Seal

#### THE COMMONWEALTH OF MASSACHUSETTS

Plymouth ss. Nov. 12, 1941. Then personally appeared the above-named Joseph L. Hiller and acknowledged the foregoing instrument to be the free act and deed of Gleason W. Kenrick before me.

John B. Washburn Notary Public

My commission expires , 19 .

Rec'd Nov. 12, 1941 at 2:30 P.M. & recorded.

#### THE COMMONWEALTH OF MASSACHUSETTS

##### TOWN OF PLYMOUTH

##### OFFICE OF THE TREASURER

KNOW ALL MEN BY THESE PRESENTS that, pursuant to an affidavit made by Henry F. Long, Commissioner of Corporations and Taxation, dated Oct. 2, 1941, and recorded with Plymouth County Registry of Deeds, Book 1816, pages 106-115, on Oct. 6, 1941, and in accordance with the provisions of General Laws (Ter. Ed.) Chapter 60, Sections 79 and 80, I, Herbert K. Bartlett, Treasurer of the Town of Plymouth, offered for sale at public auction the land specified in said af-

Town of  
Plymouth  
to  
Town of  
Plymouth

See  
Bk. 1768  
Pg. 291

affidavit and hereinafter described, which sale was in all particulars conducted according to law; and no person appearing and bidding for said land thus offered for sale, I thereupon adjourned said sale to Nov. 5, 1941 and made public proclamation of said adjournment or adjournments; and no person appearing and bidding for said land at any adjourned sale, I gave public notice that I purchased said land for the said Town of Plymouth; Now, therefore, I hereby remise, release, and forever quitclaim unto the said Town of PLYMOUTH all the right, title, and interest which the said town acquired by or under a deed made to it, or by a taking made in its behalf, by Harold W. Baker, Collector of Taxes of said Town of Plymouth, dated May 26, 1939, and recorded with Plymouth Registry of Deeds, Book 1768, page 291, on the 5th day of June in the year one thousand nine hundred and 39, in and to the hereinafter described land in said town. John B. McKenna. Herring Pond. The land in the Southerly part of the Town of PLYMOUTH lying West of the Valley Road, so-called, and being a part of Lot No. 13, on a Plan of Bourne Heirs division of Herring Pond Lots, which Plan is on file in Plymouth County Registry of Deeds. The said land is further described as follows: Beginning at a marked tree at the said Valley Road and at land of Benjamin B. Abbe; thence running about Westerly by a line of marked trees to Lot No. 1 on said Plan of Herring Pond lots; thence North 19 deg. 30 min. East by a line of marked trees to Lot No. 12 on said Plan; thence running about Easterly by a line of marked trees and said Lot No. 12 to the said Valley Road; thence by said road to the first mentioned bound. Containing 10 acres, more or less. IN WITNESS WHEREOF, I, Herbert K. Bartlett, Treasurer of the said Town of Plymouth, being duly authorized hereto, do hereby set my hand and seal this eighth day of November in the year one thousand nine hundred and 41. Signed, sealed, and delivered in the presence of  
 Beatrice P. Greene  
 Herbert K. Bartlett  
 Treasurer of the  
 TOWN OF PLYMOUTH

#### THE COMMONWEALTH OF MASSACHUSETTS

Plymouth ss. Nov. 14, 1941. Then personally appeared the above named Herbert K. Bartlett, Treasurer of the Town of Plymouth, and acknowledged the foregoing instrument to be his free act and deed, before me,

Norman W. Gray Notary Public Seal

My commission expires June 9, 1945.

Rec'd Nov. 15, 1941 at 9:45 A.M. & recorded.

#### THE COMMONWEALTH OF MASSACHUSETTS

##### TOWN OF PLYMOUTH

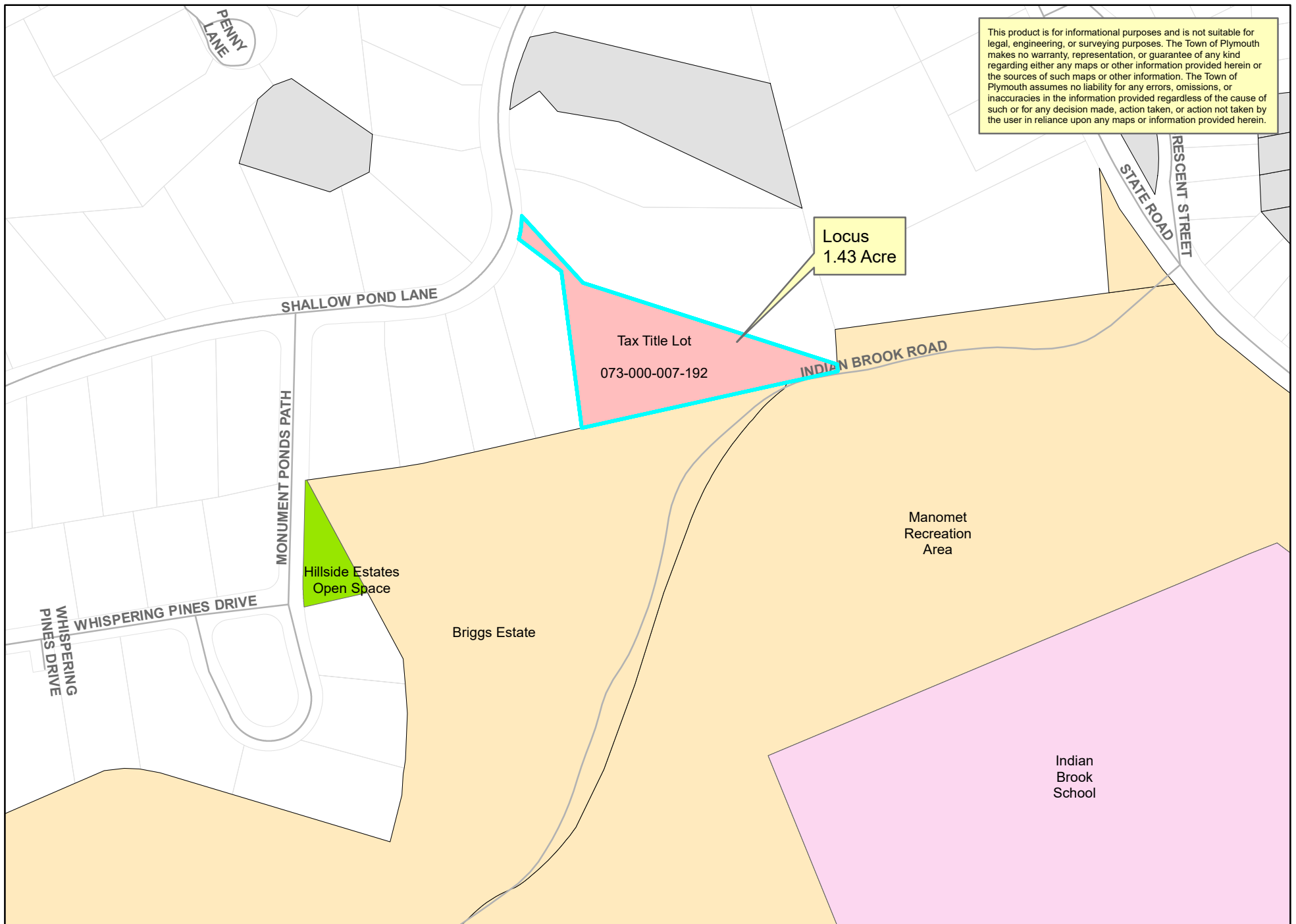
##### OFFICE OF THE TREASURER

KNOW ALL MEN BY THESE PRESENTS that, pursuant to an affidavit made by Henry F. Long, Commissioner of Corporations and Taxation, dated Oct. 2, 1941, and recorded with Plymouth County Registry of Deeds, Book 1816, pages 106-115, on Oct. 6, 1941, and in accordance with the provisions of General Laws (Ter. Ed.) Chapter 60, Sections 79 and 80, I, Herbert K. Bartlett, Treasurer of the Town of Plymouth, offered for sale at public auction the land specified in said affidavit and hereinafter described, which sale was in all particulars conducted according to law; and no person appearing and bidding for said land thus offered for sale, I thereupon adjourned said sale to Nov. 5, 1941 and made public proclamation of said adjournment or adjournments; and no person appearing and bidding for said land at any adjourned sale, I gave public notice that I purchased said land for the said Town of Plymouth; Now, therefore, I hereby remise, release, and forever quitclaim unto the said Town of PLYMOUTH all the right, title, and interest which the said town acquired by or under a deed made to it, or by a taking made in its behalf, by Harold W. Baker, Collector of Taxes of said Town of Plymouth, dated May 26, 1939, and recorded with Plymouth County Registry of Deeds, Book 1768, page 293, on the 5th day of June in the year one thousand nine hundred and 39, in and to the hereinafter described land in said town. Abby P. Sheridan, Heirs. Bournehurst Park. A certain parcel or lot of land in PLYMOUTH being Lots numbered 68, 72, and 73, on Plan numbered 6 of lots known as Bourne-

Town of  
Plymouth  
to

Town of  
Plymouth

See  
Bk. 1768  
Pg. 293

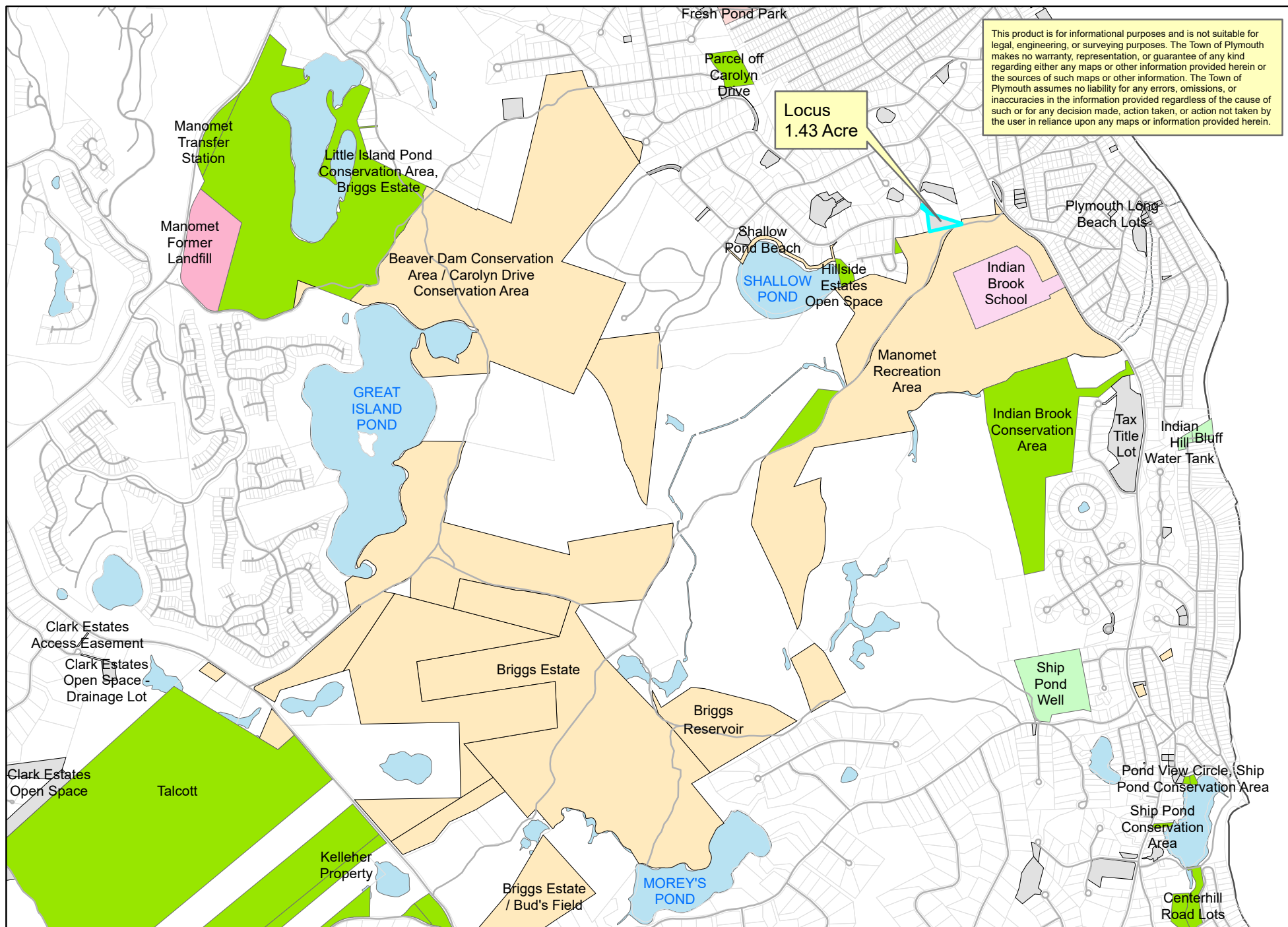


Fall Town Meeting, 2023  
Tax Title Property: 073-000-007-192  
Case #: 9398

Map Prepared by:  
Plymouth Planning & Development  
June 21, 2023

0 100 200 400 Feet





Fall Town Meeting, 2023  
 Tax Title Property: 073-000-007-192  
 Case #: 9398

Map Prepared by:  
 Plymouth Planning & Development  
 June 21, 2023

0 800 1,600 3,200 Feet







Card 1 of 1

Location <b>40 SHALLOW POND LN</b>	Property Account Number <b>58617</b>	Parcel ID <b>073-000-007-192</b> Old Parcel ID <b>9100 -G01 -073*0350*</b>
------------------------------------	--------------------------------------	---

Current Property Mailing Address

Owner <b>PLYMOUTH TOWN OF</b> Address <b>26 COURT ST</b>	City <b>PLYMOUTH</b> State <b>MA</b> Zip <b>02360</b> Zoning <b>R25</b>
---	--

Current Property Sales Information

Sale Date <b>11/6/2003</b> Sale Price <b>0</b>	Legal Reference <b>26980-115</b> Grantor(Seller) <b>TGS REALTY INVESTMENT TRUST,</b>
---	---

Current Property Assessment

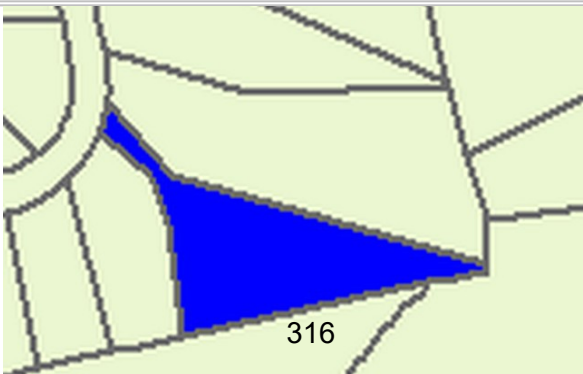
Year <b>2023</b> Land Area <b>1.429 acres</b>	<u>Card 1 Value</u> Building Value <b>0</b> Xtra Features Value <b>0</b> Land Value <b>202,100</b> Total Value <b>202,100</b>
--	---

Narrative Description

This property contains **1.429 acres** of land mainly classified as **Vacant TT** with a(n) **N/A** style building, built about , having **N/A** exterior and **N/A** roof cover, with **0** unit(s), **0** total room(s), **0** total bedroom(s), **0** total bath(s), **0** total half bath(s), **0** total 3/4 bath(s).

Legal Description

Property Images



(SEAL)

COMMONWEALTH OF MASSACHUSETTS  
LAND COURT  
DEPARTMENT OF THE TRIAL COURT

238872  
Received & Recorded  
PLYMOUTH COUNTY  
REGISTRY OF DEEDS  
06 NOV 2003 03:06PM  
JOHN R. BUCKLEY, JR.  
REGISTER  
Bk 26980 Pg 115

Case No. T.L. 127287

FINAL JUDGMENT IN TAX LIEN CASE

TOWN OF PLYMOUTH

vs.

CHARLES P. TRINGLE; MICHAEL P. GOODMAN; RAYMOND C. SOUTHWICK, Trustees of TGS  
REALTY INVESTMENT TRUST

JUDGMENT

This case came on to be heard and was argued by counsel, and thereupon, upon consideration thereof, it is  
ADJUDGED and ORDERED that all rights of redemption are forever foreclosed and barred under the deed  
given by the Collector of Taxes for the TOWN OF PLYMOUTH in the County of Plymouth and said  
Commonwealth, dated June 22, 2001 and duly recorded in Book 20064, Page 151.

By the Court (Breuer, Dep. Rec.)

Attest:

Ann-Marie J. Breuer  
Deputy Recorder

Dated: September 22, 2003

mb

A TRUE COPY  
ATTEST:

*Ann-Marie J. Breuer*

DEPUTY RECORDER



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

INSTRUMENT OF TAKING

THE COMMONWEALTH OF MASSACHUSETTS  
Town of Plymouth

NAME OF CITY OR TOWN

Received & Recorded  
PLYMOUTH COUNTY  
REGISTRY OF DEEDS  
25 JUN 2001 10:54AM  
JOHN R. BUCKLEY, JR.  
REGISTER  
Bk 20064 Pg 151

OFFICE OF THE COLLECTOR OF TAXES

Edward B. Maccaferri, Jr.

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

DESCRIPTION OF LAND

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

Land in said Plymouth at 40 Shallow Pond Lane, shown as Lot 7-192 on Assessors' Plat 73, described in Ply. Deeds, B. 13431, P. 265 (Lot 7-192).

Said land is taken for non-payment of taxes as defined in Section 43 of said Chapter 60 assessed thereon to **TGS Realty Investment Trust, Charles P. Tringle, Michael P. Goodman and Raymond C. Southwick, Trustees.** for the year 2000 which were not paid within fourteen days after demand therefor made upon **TGS Realty Investment Trust, Charles P. Tringle, Michael P. Goodman and Raymond C. Southwick, Trustees.** on December 15, 2000 and now remain unpaid together with interest and incidental expenses and costs to the date of taking in the amounts hereinafter specified, after notice of intention to take said land given as required by law.

\$1,034.82

2000 tax REMAINING UNPAID .....

\$220.42

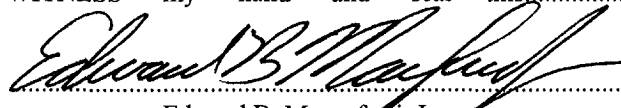
INTEREST to the date of taking.....

\$159.31

INCIDENTAL EXPENSES AND COSTS to the day of taking .....

\$1,414.55

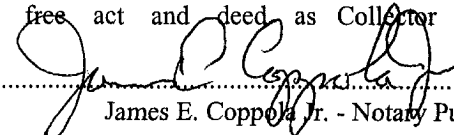
SUM FOR WHICH LAND IS TAKEN.....

WITNESS my hand and seal this 22nd day of June, 2001  
(\*date of taking)  
 .....  
Edward B. Maccaferri, Jr., Collector of Taxes for the Town of Plymouth

THE COMMONWEALTH OF MASSACHUSETTS

Plymouth June 22, 2001  
....., SS. Edward B. Maccaferri, Jr.

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

My Commission expires April 8, 2005 before me,  James E. Coppola Jr. - Notary Public

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

## ARTICLE 15:

### ARTICLE 15: Bylaw Amendment

To see if the Town will vote to adopt the following ban on the sale of miniature single use containers for alcoholic beverages as a general by-law and to insert into the Bylaw of the Town of Plymouth, Massachusetts as Chapter 133 as follows:

#### 133-1 Definitions

**Miniature Single Use Alcohol Container (Nip)** - Any bottle or container of alcohol that is 100 ml or less in size.

**Establishment** - Establishment shall mean any business within the Town of Plymouth offering nips for sale.

#### 133-2 Findings, Purpose, and Declaration

(a) **Findings.** The Town Meeting finds and determines that:

1. Nip bottles are harmful to the marine and land environments as well as to wildlife as they take hundreds of years to biodegradable, leach toxins and are not recyclable in Massachusetts due to their size.
2. Nip bottles are a significant part of litter resulting in potential impacts upon the desirability of Plymouth for tourism as well as upon the attractiveness of the town for residents and businesses alike.
3. Nip bottles frequently end up on the sides of roads, in waterways and the drainage system as well as in other areas of the environment, thereby contributing to the expense for the collection and disposal of litter and trash throughout the town.

(b) **Purpose.** The purpose of this bylaw is to:

1. Help lessen the deterioration of the environment.
2. Provide an additional and effective method to protect public and private property from litter while reducing some of the burden of enforcement.

(c) **Declaration.** Town Meeting declares that for all these reasons, as well as others, that nip bottles are a nuisance to the Town that must be abated as set forth herein.

#### 133-3 Ban on Sale of Nips by Establishments within the Town of Plymouth

The sale of alcoholic beverages in containers less than or equal to 100 milliliters is prohibited by all establishments within the Town of Plymouth, effective: July 1, 2024.

#### 133-4 Severability

If any provision of this bylaw shall be held to be invalid by a court of competent jurisdiction, then such provision shall be considered separately and apart from the remaining provisions of this bylaw, which shall remain in full force and effect.

or take any other action relative thereto.

OPEN SPACE COMMITTEE

**RECOMMENDATION: Not Recommended (6-8-0)**

The Advisory & Finance Committee recommends that Town Meeting does not approve Article 15. The Committee felt that the article language in the warrant, and as presented, was too broad. The Committee feels the ultimate solution is litter enforcement.

# Memo

To: Brad Brothers, Assistant Town Manager  
From: Plymouth Open Space Committee  
Date: July 12, 2023  
Re: 2023 Fall Town Meeting – Article 15

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

To see if the Town will vote to adopt the following ban on the sale of miniature single use containers for alcoholic beverages as a general by-law and to insert into the Code of the Town of Plymouth, Massachusetts as *Chapter 133* as follows, or take any other action relative thereto:

## **133-1 Definitions**

**Miniature Single Use Alcohol Container (Nip)** - Any bottle or container of alcohol that is 100 ml or less in size.

**Establishment** - Establishment shall mean any business within the Town of Plymouth offering nips for sale.

## **133-2 Findings, Purpose, and Declaration**

**(a) Findings.** The Town Meeting finds and determines that:

1. Nip bottles are harmful to the marine and land environments as well as to wildlife as they take hundreds of years to biodegradable, leach toxins and are not recyclable in Massachusetts due to their size.
2. Nip bottles are a significant part of litter resulting in potential impacts upon the desirability of Plymouth for tourism as well as upon the attractiveness of the town for residents and businesses alike.
3. Nip bottles frequently end up on the sides of roads, in waterways and the drainage system as well as in other areas of the environment, thereby contributing to the expense for the collection and disposal of litter and trash throughout the town.

**(b) Purpose.** The purpose of this bylaw is to:

1. Help lessen the deterioration of the environment.
2. Provide an additional and effective method to protect public and private property from litter while reducing some of the burden of enforcement.

**(c) Declaration.** Town Meeting declares that for all these reasons, as well as others, that nip bottles are a nuisance to the Town that must be abated as set forth herein.

### **133-3 Ban on Sale of Nips by Establishments within the Town of Plymouth**

The sale of alcoholic beverages in containers less than or equal to 100 milliliters is prohibited by all establishments within the Town of Plymouth, effective: July 1, 2024.

### **133-4 Severability**

If any provision of this bylaw shall be held to be invalid by a court of competent jurisdiction, then such provision shall be considered separately and apart from the remaining provisions of this bylaw, which shall remain in full force and effect.

## **SUSTAINABLE PLYMOUTH FAQ ABOUT PROPOSED NIP BAN IN PLYMOUTH, MA**

**August 2023**

### **How big of a litter problem are “nips”?**

- In four days of cleanups in Plymouth, volunteers picked up over 14,000 empty nip bottles, despite the fact that town wide cleanups have been occurring twice a year for over a decade. Imagine how many would have been collected this year if it was the town’s first event!
- In the Hyde Park neighborhood of Boston, residents collected over 10,000 nip bottles in two months of cleanups.
- In their first town wide clean up in Gardner, MA, (1/3 the population of Plymouth), residents picked up 50,000 nip bottles in one month and more than 100,000 over two years.
- In Falmouth, 32% of all litter items collected in cleanups were nips: the single largest item in the litter stream. After Falmouth’s nip ban went into effect, only 6% of litter items were nips.
- On the May 10, 2023 PACTV “This Week in Plymouth” program focusing on the cleanup to come that weekend, Town Manager Derek Brindisi mentioned the Seaside Trail extension project and what the DPW workers had found. As he noted, they “filled up multiple trash bags with just nip bottles alone” and stated: “Clearly there is a problem in the community” with nip litter.
- Nips are somewhat hard to see when driving by at 30 or 40 miles an hour and focusing on the road ahead, but take a walk along Plymouth’s major thoroughfares, in our parks, downtown, or along our beach front and the problem becomes obvious.
- Nips cannot be recycled. Nips do not meet FTC standards for a recyclable item. They are too small to be captured by sorting machines, break apart and jam equipment, and are of little monetary value to recyclers.
- Nips are non-biodegradable waste. Plastic fragments last for centuries in the environment, are killing countless marine animals, and are polluting our oceans. They bind with other toxins in our seas, increasing the toxic soup throughout our world.
- Nips are made of chemicals based on benzene, which is has been labeled as a known human carcinogen by the Department of Health and Human Services, by the EPA, and by the International Agency for Cancer Research.
- Plastics are being found in human blood, stools, and lungs and in the placentas of pregnant women.
- Nips are made from fossil fuels and, as a single use item, have a high carbon impact throughout their life cycle (production through to disposal) as well as due to the ratio of packaging to product.

### **Shouldn't we wait for state legislation to solve the litter problem?**

- No. Deposit legislation that would cover nips has failed for four consecutive years in the Massachusetts House and Senate. There is little enthusiasm for the \$0.05 deposit because this will not cover liquor stores’ expenses for handling a new package size that will also require investment in automation to manage returns.
- When Chelsea first proposed its ban on the sale of nips, the Massachusetts Wine and Spirit Wholesalers organization announced its opposition not only to bans, but to deposits as well claiming recycling attempts had been a failure. When Mashpee proposed a ban, the liquor stores there told the Select Board they would establish a deposit system of their own. The

Board gave them a year to try and do so. The stores failed to establish such a system and the town then passed its ban.

- Even if passed, the \$0.05 deposit would not be a sufficient deterrent for curtailing litter. Those who are consuming nips when on the road will not bring them in for deposit but continue to throw the “evidence” out the window. Furthermore, even with a deposit, nip bottles cannot be recycled as they are too small for the sorting machines to handle, break and contribute to jammed machinery, and are diverted to trash. Also, the material recovery facilities (recycling sorting companies) would need to engage in expensive retooling to recycle these nip bottles, which they are reluctant to do. The material itself is also of little monetary value to recyclers.
- While a larger deposit might be better, such a change will require a lengthy process in state government, and the timing or likelihood of passage is uncertain. So far, the state has refused to increase deposits on beverages of any kind for over 30 years.

#### **Why not let other Massachusetts towns & cities go first?**

- Chelsea, MA has had good results with a ban on 50ml & 100ml nips, in effect since July 2018. In our region, Falmouth, Mashpee, Brewster, Nantucket, Oak Bluffs, Edgartown, Fairhaven, New Bedford, and Wareham have all passed regulations to prohibit nips. Newton and Brookline passed regulations, and Boston, Framingham, Medford, Quincy, and Winthrop are also discussing a nip prohibition. Plymouth will not be the first.
- Massachusetts will not act with deliberate speed because special interest money has opposed such measures. For example, with respect to plastic grocery bags, already banned in Plymouth, there are bans in more than 150 Massachusetts municipalities including on the entire South Shore and Cape Cod; 2/3 of the Commonwealth’s residents now live in municipalities with plastic bag bans; all our largest cities have all passed bag bans; and Stop and Shop recently announced it will cease supplying all plastic shopping bags throughout the Northeast. Yet our state legislature wants to “see more support” before pursuing a state-level ban!
- The liquor industry is opposed to banning nips. In the face of more and more bans taking effect, it has recently argued that a deposit would be better than a ban, yet it has acted in opposition to expanded bottle bills and repeatedly argued that the recycling of bottles doesn’t work.

#### **Are there alternatives to a ban on 50ml & 100ml nips?**

- No. Only certain nip consumers create the roadside litter problem. There is a fundamental barrier to reaching this group with education and messaging and little chance of influencing behavior voluntarily.
- Litter laws already exist but enforcement is hampered because police must observe the offense to issue a citation. Regulation by banning the smaller “single use” sizes is the best solution.

#### **Won’t a ban on the 50ml & 100ml bottles devastate liquor stores in Plymouth?**

- Information from Chelsea government officials, liquor stores, and bodegas is that the nip ban (now in place for over four years) has not resulted in any job loss or business failures for Chelsea-based liquor stores.
- Robert Mellion, Executive Director of the Massachusetts Package Stores Association, acknowledged that “no liquor stores closed” in Chelsea after its ban went into effect. Some customers’

response in Chelsea has been to buy larger size bottles, offsetting a portion of the loss from the sale of nips. Liquor stores will not be “bankrupted”.

- In Chelsea, City Councilor Roy Avellaneda noted that a liquor store there sold its license in 2021 for \$650,000. That price did not include all the inventory, shelving, coolers, or the building. In reference to the ban, he stated “business couldn’t be that bad if a license is worth that much.”
- In 2018, Boston’s Licensing Board Chairwoman Kathleen Joyce developed a policy that applied to any new package store license or transfer of a license requiring the licensee to agree to not sell singles or miniature bottles of alcohol. Since then, 57 package stores obtained licenses under those conditions. Clearly these new owners did not find a restriction against selling nips to have significant impact on the value of owning a liquor store in Boston. According to City Councilor Ricardo Arroyo, the “logical next step” is to ban the sale of nips citywide and the council is considering just that.
- When Chelsea was contemplating a ban, Robert Mellion estimated that doing so could affect “up to 10% of sales”. “Up to” means that it could be much less. Figures offered by various liquor industry representatives and stores vary wildly but offer no evidence to support their projections. Also, note that the comment referred to sales, not profits. Given the number of nips an individual patron may buy at one time, it would not be unreasonable to anticipate that the proportion of sales that nips make up might not be proportionate to the percent of profit. The purchase of six nips is six sales, but a six-pack of beer is one.
- In Falmouth, the second municipality in Massachusetts to pass a ban, fair share gross revenue for nips sold in Massachusetts was estimated at no more than \$15,000/year for each liquor store in that town, but as customers move to larger size containers (1/2 pints), that is expected to offset that loss in gross revenue.

#### **Won’t customers switch to larger bottles of liquor, causing more driving related problems?**

- This article is not about prohibiting the use of alcohol, nor is it about a belief that banning nips will deter someone caught in the throes of alcohol addiction from drinking. The proposed ban on nips is focused primarily on reducing litter. However, data indicates that banning nips does reduce alcohol related problems in the public realm as well as alcohol-related dangerous behaviors.
- The best evidence comes from Chelsea, where alcohol-related ambulance and fire department responses **decreased almost 75 percent** within two years after its ban went into effect (from 742 in 2017, to 556 in 2018 when the newly enacted ban had been in place for only half a year, down to 127 as of August 2019). That is an average of 16 calls a month down from 62. Public drunkenness diminished as evidenced by decreases in protective custody: 222 instances in 2018 to 86 in 2019 (January to August). Brian Keyes, the police chief in Chelsea at the time when its ban was passed and a past president of the Massachusetts Major City Police Chiefs Association, strongly supported the regulation (Sarah Betancourt, *CommonWealth Magazine* August 18, 2019 ).
- Former Wareham Selectwoman Mary Mackey Bruce noted similar results, stating that “In addition to helping cut down on trash, [Wareham’s ban] has also cut public drinking and related po-



lice calls" (Frank Mulligan. "Wareham Selectmen endorse ban on alcoholic nips". Courier-Sentinel. October 7., 2020 <https://www.wickedlocal.com/story/courier-sentinel/2020/10/07/wareham-selectmen-endorse-ban-on-alcoholic-nips/42955461>).

- Years of research have demonstrated that with increased cost (as would be the case of having to buy at minimum a half pint), incidents of alcohol-related risky behaviors diminishes.
  - In research supported by the National Institute on Alcohol Abuse and Alcoholism on the effect of price on alcohol consumption and alcohol-related problems, authors concluded that "Studies investigating such a relationship found that alcohol prices were one factor influencing alcohol consumption among youth and young adults. Other studies determined that increases in the total price of alcohol can reduce drinking and driving and its consequences among all age groups; lower the frequency of diseases, injuries, and deaths related to alcohol use and abuse; and reduce alcohol-related violence and other crime." The Chelsea data supports their findings.
  - A study published in the British Medical Bulletin stated "The empirical literature has consistently found that increasing the price of alcohol leads to a reduction in consumption."
  - A paper released by the North Dakota Health and Human Services Department noted that "Like many products, the price of alcohol affects consumption, which has a direct impact on alcohol-related consequences. Research indicates that higher alcohol taxes lead to a reduction in drinking and heavy drinking, lower traffic fatality rates and some types of crime." It is safe to assume that the increased price of a ½ pint versus a 50ml or 100ml nips would have the same impact.

#### **Will banning nips curtail individual freedom to buy alcoholic products?**

- No. This article is not a prohibition. Individuals' freedom to consume alcohol will not be restricted. Sale is banned only for 50ml and 100ml alcohol container sizes. These small sizes are tailored to single use occasions (e.g., "on the go" in a vehicle) that contribute to litter and DUI risk.
- With low cash outlay, these small sizes also pose a health risk and foster alcohol abuse and underage consumption. Alcohol will still be available in legal container sizes of 200ml, 375ml, 500ml, 750ml, 1.0 liter, and 1.75 liter.

For more information, please contact **Sustainable Plymouth** at [sustainableplymouth@gmail.com](mailto:sustainableplymouth@gmail.com)

## ARTICLE 16:

### **ARTICLE 16: Legislative Petition**

To see if the Town will vote to authorize the Select Board to petition the Massachusetts General Court for special legislation in the form set forth below, provided, however, that the Massachusetts General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approves amendments to the bill before enactment by the Massachusetts General Court, and provided further that the Select Board are hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

### **An Act Relative to the Town of Plymouth Harbormaster Employees**

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

#### **Section 1:**

In the Town of Plymouth, the position of Harbormaster, and the Town of Plymouth Harbormaster Department employees who have statutory powers of law enforcement, shall be Group 4 employees pursuant to M.G.L. c. 32, § 3(2)(g). Notwithstanding any provision in M.G.L. c. 32, §§ 1-28, inclusive to the contrary, all prior creditable service rendered before the effective date of this act rendered by the Harbormaster and Harbormaster Department employees as of the date of this act will be considered Group 4 service.

#### **Section 2:**

This act shall take effect upon its passage.

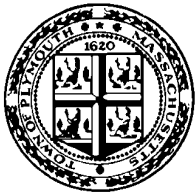
or take any other action relative thereto.

SELECT BOARD

### **RECOMMENDATION: Approval Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 16. Approval of this article will authorize the Town to petition the Massachusetts General Court for special legislation that would place the full-time sworn members of the Harbormaster Division of the Plymouth Police Department into retirement Group 4 as outlined in M.G.L. c. 32, § 3. All full-time members of the Harbormaster have completed the Police Officer Standards and Training and are certified police officers, which provides them with the full law enforcement authority throughout the town, thereby justifying the reclassification into retirement Group 4.





## Plymouth Police Department

# Memo

To: Derek Brindisi, Town Manager  
From: Dana Flynn, Chief of Police  
CC: Brad Brothers, Assistant Town Manager  
Date: 8/8/23  
Re: FY24 Fall Town Meeting Article 16 – Reclassification of Full-Time Harbormaster Personnel

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I am seeking approval to petition the Massachusetts General Court for special legislation that would place the full-time sworn members of the Harbormaster Division of the Plymouth Police Department into retirement Group 4 as outlined in MGL c. 32 s. 3.

On December 31, 2020 “An Act Relative to Justice, Equity and Accountability in Law Enforcement in the Commonwealth” *aka* “Police Reform” was signed into law.

Among the many items within the law included the establishment of a Police Officer Standards and Training (POST) Commission. One of the duties of POST was to establish minimum standards of training for police officers. As such POST determined that those persons who have law enforcement authority, similar to the full-time members of the Harbormaster Division, must complete training equivalent to full-time municipal police officers. Previously, they would only need to attend a “Reserve Officer” training course which required half of the needed classroom and practical training hours as full-time officers.

Each of the full-time members of the Harbormaster Division have completed POST’s requisite training through the Massachusetts Police Training Council and are certified police officers. On July 1, 2023, because of the stringent requirements of the POST Commission pertaining to training, accountability, and certification the Harbormaster Department was moved from the umbrella of the Department of Marine and Environmental Affairs to the Plymouth Police Department. The full-time members of the Harbormaster Division are now sworn Special Plymouth Police Officers, which provides them with full law enforcement authority throughout the town, and are bound by the policies and procedures, training requirements, and rules and regulations of the police department.

Though the primary areas of responsibility of the full-time sworn members of the Harbormaster Division remains with public safety, security, and emergency response in the harbor, along the coastline, and the ponds of the town, their designation as Special Police Officers with full police authority allows for additional duties as responsibilities as determined by the Chief of Police. In addition to the above, they are the primary enforcement entity for the following:

### **Massachusetts General Laws**

- C.21: Oil & Hazardous Material Release Prevention/Endangerment Act

- C.40: By-laws of towns
- C.90B: Motorboats, Other Vessels, and Recreational Vehicles
- C.91: Waterways
- C.102: Shipping & Seamanship, Harbors and Harbormasters
- C.111: Public Health
- C.130: Marine Fish and Fisheries; Shellfish

#### **Code of Massachusetts Regulations**

- 301: Executive Office of Energy and Environmental Affairs
- 310: Department of Environmental Protection
- 320: Department of Fish and Game
- 321: Division of Fisheries & Wildlife
- 322: Division of Marine Fisheries
- 323: Office of Law Enforcement
- 350: Department of Conservation and Recreation

#### **Plymouth Town Bylaws**

- C.30 Beaches and Parks
- C.81 Harbor
- C.134 Ponds
- Waterways Regulations
- Shellfish and Herring Regulations
- Aquaculture Regulations

MGL c. 32 s. 3 designates public safety employees such as police officers and firefighters members of Group 4 for determination of retirement benefits. A review of the duties and responsibilities of the full-time members of the Harbormaster Division, their designation as Special Police Officers, along with the enhanced training and certification requirements of the POST Commission, justifies their reclassification into Group 4.



## TOWN OF PLYMOUTH CONTRIBUTORY RETIREMENT BOARD

212 South Meadow Road • Unit #3  
Plymouth, Massachusetts 02360  
(508) 830-4170 • FAX (508) 830-4019

TO: Advisory & Finance Committee

FROM: Thomas Kelley, Retirement Board Chairman

RE: Home Rule Petition for Harbormaster Department

DATE: August 28, 2023

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At the meeting on August 25, 2023, the Plymouth Retirement Board voted to approve and support the Home Rule Petition and pending legislation pertaining to the group reclassification of the Town of Plymouth Harbormaster Department. The current Harbormaster Department employees are paying 9% + 2% of their weekly base pay for retirement deductions. From an actuarial standpoint, these employees will fund most, if not all, of their future retirement benefit. A reclassification of employment group status will have no negative impact on the Retirement System's funding schedule going forward.

The Plymouth Retirement Board absolutely endorses the Home Rule Petition and the reclassification of the Harbormaster Department employees from Group 1 to Group 4.

If you have any questions or concerns, please do not hesitate to contact the Retirement Office at (508) 830-4170.

cc: Plymouth Retirement Board  
File



<b>ARTICLE 17:</b>
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**ARTICLE 17: HOLTEC PILOT**

To see if the Town will vote to approve a payment in lieu of taxes agreement between the Town and Holtec Pilgrim, LLC (or any affiliate, subsidiary, or successor in interest thereof), for the property known as the Pilgrim Nuclear Generation Station, as on file with the Town Clerk, or take any other action relative thereto.

SELECT BOARD

**RECOMMENDATION:** *The Advisory & Finance Committee had NOT heard or considered this article at the time of going to print. Updates will be provided, as necessary.*





## ARTICLE 18:

### **ARTICLE 18: SOLAR PILOT – 17 Plymouth Street.**

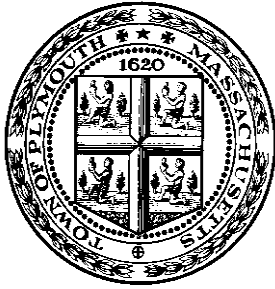
To see if the Town will vote, pursuant to the provisions of G. L. c.59, §38H, to authorize the Select Board and Board of Assessors to negotiate and enter into an agreement for payments in lieu-of-taxes (“PILOT”), for a 2.476 Megawatt DC (more or less) solar photovoltaic energy generating facility for ReWild Renewables Solar Project (or its affiliates, successors or assigns) to be located on a 12 acre agricultural reservoir (more or less) at 17 Plymouth Street, submitted as 0 Carver Road Floating Solar, currently shown on Plymouth Assessor’s Map 107 Lots 3, 4, 5, and 6U, upon such terms and conditions as the Select Board and Board of Assessors shall deem to be in the best interest of the Town, or take any other action relative thereto.

SELECT BOARD

### **RECOMMENDATION: Approval Unanimous (14-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 18. Approval of this article will authorize this payment-in-lieu-of-taxes (PILOT) agreement for personal property tax associated with a floating solar development, which will occupy approximately 5 acres within a 12-acre agriculture reservoir, located at 17 Plymouth Street in Plymouth, shown as lots 3, 4, 5, and 6U on Assessors Map 107. This is a floating solar project with a total production size of 2.476 MW DC. The terms of this agreement would be \$15,000 per MW DC with an escalation of 2.5% per year for 20 years. 50% of these payments will be deposited into the Environmental Affairs Fund.





# TOWN OF PLYMOUTH

FINANCE DEPARTMENT

26 COURT STREET, PLYMOUTH, MA 02360

PHONE (508) 747-1620 EXTENSION 10177

TO: SELECT BOARD  
ADVISORY & FINANCE  
TOWN MEETING MEMBERS

FROM: LYNNE A. BARRETT  
DIRECTOR OF FINANCE

SUBJECT: PILOT AGREEMENT – 17 PLYMOUTH ST SOLAR PROJECT

DATE: AUGUST 10, 2023

CC: ANNE DUNN, DIRECTOR OF ASSESSING

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**ARTICLE \_\_: SOLAR PILOT – 17 Plymouth Street.** To see if the Town will vote, pursuant to the provisions of G. L. c.59, §38H, to authorize the Select Board and Board of Assessors to negotiate and enter into an agreement for payments in lieu-of-taxes (“PILOT”), for a 2.476 Megawatt DC (more or less) solar photovoltaic energy generating facility for ReWild Renewables Solar Project (or its affiliates, successors or assigns) to be located on a 12 acre agricultural reservoir (more or less) at 17 Plymouth Street, submitted as 0 Carver Road Floating Solar, currently shown on Plymouth Assessor’s Map 107 Lots 3, 4, 5, and 6U, upon such terms and conditions as the Select Board and Board of Assessors shall deem to be in the best interest of the Town, or take any other action relating thereto.

SELECT BOARD

This article request is for approval of the terms of a PILOT agreement for the personal property tax associated with a solar development located at 17 Plymouth Street in Plymouth, shown as lots 3, 4, 5, and 6U on Assessors Map 107, aka 0 Carver Road Floating Solar, Off Carver Road. This is a floating solar project which will occupy approximately +/- 4.95 acres within a 12 acre agricultural reservoir, with a total production size of 2.476 MW DC. The terms of this agreement will be \$15,000 per MW DC with an escalation of 2.5% per year for 20 years.

50% of these payments will be deposited into the Environmental Affairs Fund, please see link for more information on this.

<https://www.plymouth-ma.gov/460/Environmental-Affairs-Fund>

Schedule of payments on an annual basis are described below:

17 Plymouth St, Plymouth MA		
PILOT for Personal Property		
	2.476	\$15,000/MW DC
		2.5% Escalator
Year	DC	Amount
1	2.476	37,140.00
2	2.476	38,068.50
3	2.476	39,020.21
4	2.476	39,995.72
5	2.476	40,995.61
6	2.476	42,020.50
7	2.476	43,071.01
8	2.476	44,147.79
9	2.476	45,251.48
10	2.476	46,382.77
11	2.476	47,542.34
12	2.476	48,730.90
13	2.476	49,949.17
14	2.476	51,197.90
15	2.476	52,477.85
16	2.476	53,789.79
17	2.476	55,134.54
18	2.476	56,512.90
19	2.476	57,925.72
20	2.476	59,373.87
		948,728.58

Thanks, for your consideration in this matter and if there are any questions, please let me know.

To: Nick Mayo, Director of Inspectional Services  
From: Patrick M. Farah, Planning Technician  
Date: February 1, 2023  
Re: **Site Plan Review, ReWild Renewables Solar Project  
17 Plymouth Street, Plymouth, MA 02360  
Lots 3, 4, 5, and 6U, Map 107**

Site plans entitled: *“0 Carver Road Floating Solar, Off Carver Road, Plymouth, Massachusetts (Plymouth County)”*

Dated November 9, 2022, and prepared by Beals and Thomas, Inc., 32 Court Street, Plymouth, MA 02360

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## **FINDINGS:**

Rewild Renewables, LLC, herein known as the Applicant, proposes to construct a 2.4 Megawatt (MW)-DC solar photovoltaic system on an existing agricultural reservoir (tailwater recovery pond), shown as Lots 3, 4, 5, and 6U on Assessors Map 107, 0 Carver Road in Plymouth, Massachusetts, deed recorded at the Plymouth Registry of Deeds, Book 28900, Page 14.

The proposed solar system will occupy an area of +/-4.95 acres within the 12 acre agricultural reservoir and will consist of +/-4,356 (550-watt) photovoltaic (PV) panels. A fenced area of approximately 2,600 square feet for the electrical equipment pad. lies within the Rural Residential (RR) Zone.

The proposed site does not lie within Natural Heritage Estimated & Priority Habitats of Rare Wildlife. No vernal pools have been identified within the parcel or near the proposed project. Lots 3, 4, 5, and 6U lie outside Plymouth’s Aquifer Protection Zone.

Location of the proposed solar facility lies within Zone “X” (Areas determined to be outside the 500-Year Flood Plain) as depicted on FEMA 2016 flood maps.

The 2.4MW proposed solar facility appears to meet all setback requirements set forth in the Dimensional Table of the Zoning Bylaw. Site Line distances to the nearest residential property line and dwelling are approximately 315 feet and 680 feet, respectively.

The proposed project will lie almost exclusively within pervious surfaces, with the exception of the equipment pad. As a result, drainage calculations have not been submitted with the filing.

The Applicant proposes best management practices for storm-water management controls, although a sedimentation control barrier will be installed along the existing service road during project construction, as shown on Sheet C4.1 of the submitted plans.

The proposed equipment pad will be located northeast of the array, on the opposite side of one of the service roads, as shown on the submitted site plan, Sheet C4.1. Emergency vehicle access will consist of existing agricultural service roads, which are currently used and maintained for cranberry growing operations.

Proposed interconnection service lines will be underground as required in §C.2.b. of

Due to the nature of the proposed siting, the Applicant has determined that this floating solar array will not require perimeter fencing as it will be installed on the tailwater recovery pond and interfere with the existing normal agriculture operations.

The Applicant has noted that the proposed solar array will be anchored by either a Bank and/or Bottom Anchoring System. Specific detail has been provided in a Memo from Beals & Thomas, dated January 11, 2023

A 10-foot cedar stockade fence is proposed around the equipment pad as a security measure. Note that P. C4.1 (Site Plan, Electric Equipment Inset) of the submitted plans.

Several vegetated plantings are proposed along portions of the equipment pad's edge, to serve as a screening buffer. Specific planting detail has been submitted in a Memo from Beals & Thomas, dated January 11, 2023.

The Applicant has submitted copies of their application to Engineering and the Fire Department and received comments, included in the filing.

The use is allowed according to MGL Chapter 40A, Section 3 which states: "No zoning ordinance or by-law shall prohibit or unreasonably regulate the installation of solar energy systems or the building of structures that facilitate the collection of solar energy, except where necessary to protect the public health, safety or welfare."

#### **PLANNING BOARD RECOMMENDATION:**

At the regularly scheduled meeting of the Planning Board held on Wednesday, January 25, 2023, the Planning Board voted (4-0) that the Building Commissioner be notified that the above-referenced site plan will comply with the requirements of the Zoning Bylaw, **provided the following recommendations are addressed:**

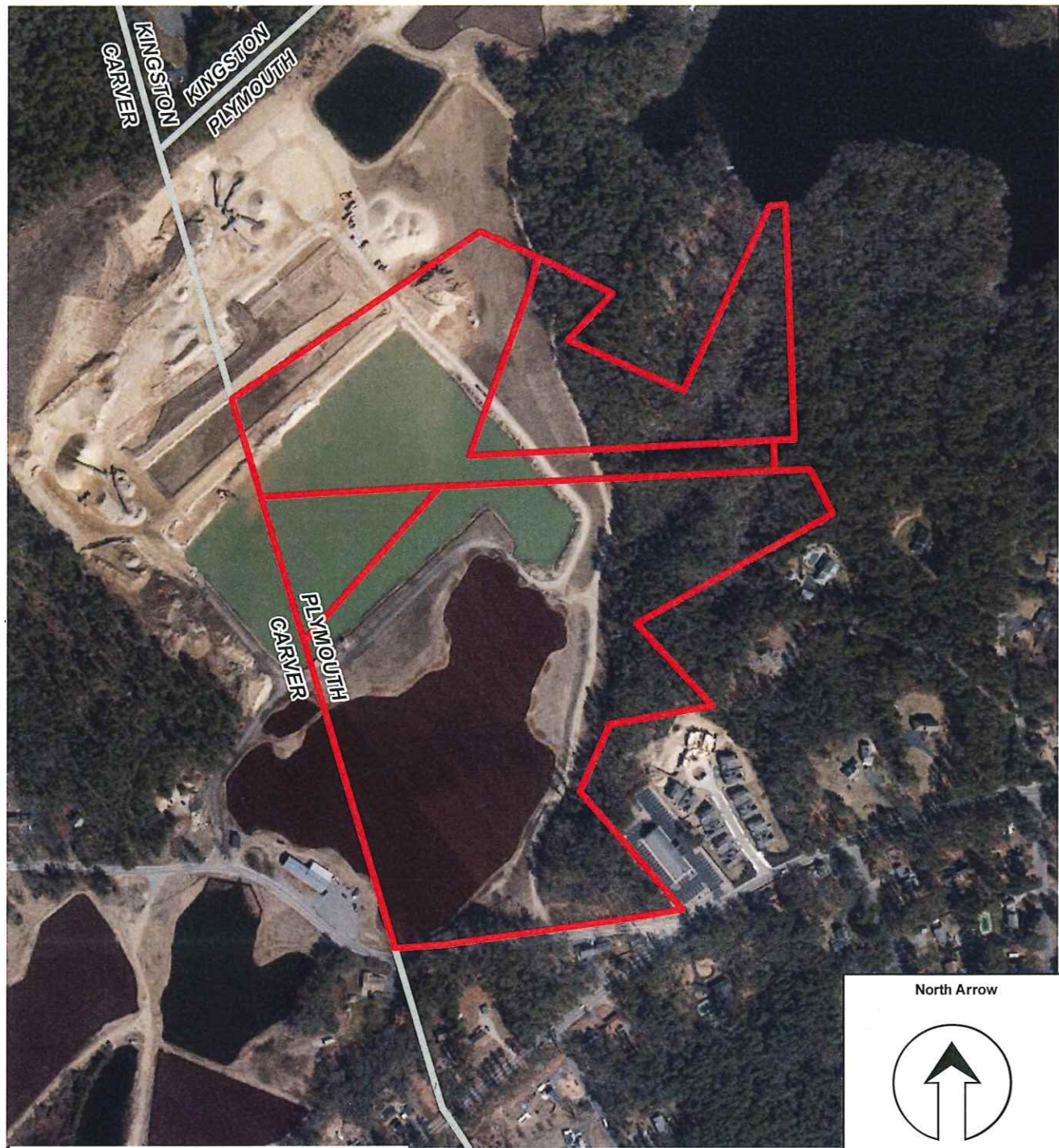
1. The Applicant may be required to file with Massachusetts Environmental Policy Act (MEPA) Office if a state permit is required and/or state funds are provided for this project.

2. The Applicant agrees to prepare a Construction Storm-water Pollution Prevention Plan (SWPPP) and Notice of Intent (NOI), in accordance with EPA NPDES Requirements, if required.
3. The Applicant agrees to address Engineering and Fire Department comments/concerns as required prior to issuance of any permits.
4. Any material removed from the proposed project site, more than 10 cubic yards, may require a gravel removal special permit to the discretion of the Building Commissioner.
5. The Applicant agrees to submit an amended site plan, showing the planting list of native species around the equipment pad, to the Building Commissioner prior to issuance of any permits.
6. If needed, the Applicant agrees to install any necessary equipment lighting (LED), adhering to the Light Pollution Bylaw.
7. The Applicant agrees to submit abutter notification at least 60 days prior to commencement of work, as required by Zoning Bylaw, §207-11 *Ground-mounted Solar Photovoltaic Systems C.5.a. (Notification)*.
8. The Applicant agrees to submit a cash bond in an amount approved by the Building Commissioner to cover the cost of system removal, as required for all ground-mounted solar systems in excess of 2 Megawatts.
9. The Applicant agrees to perform periodic water quality testing to ensure no changes occur from the proposed solar array or any of its components.

Cc:

Beals and Thomas, Inc. – Sarah Stearns  
Department of Planning & Development File





Digital orthophotograph, dated 2021, provided by the Bureau of Geographic Information (MassGIS), Commonwealth of Massachusetts, Executive Office of Technology and Security Services.

0 200 400 800  
FEET



PROJECT:  
**0 Carver Road Floating Solar**  
Carver, Massachusetts

PREPARED FOR:  
**ReWild Renewables**  
P.O. Box 1320  
Portsmouth, NH 03802

**Aerial Map**  
Figure 2

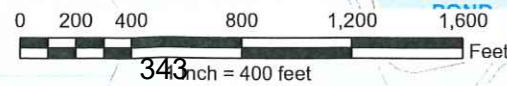
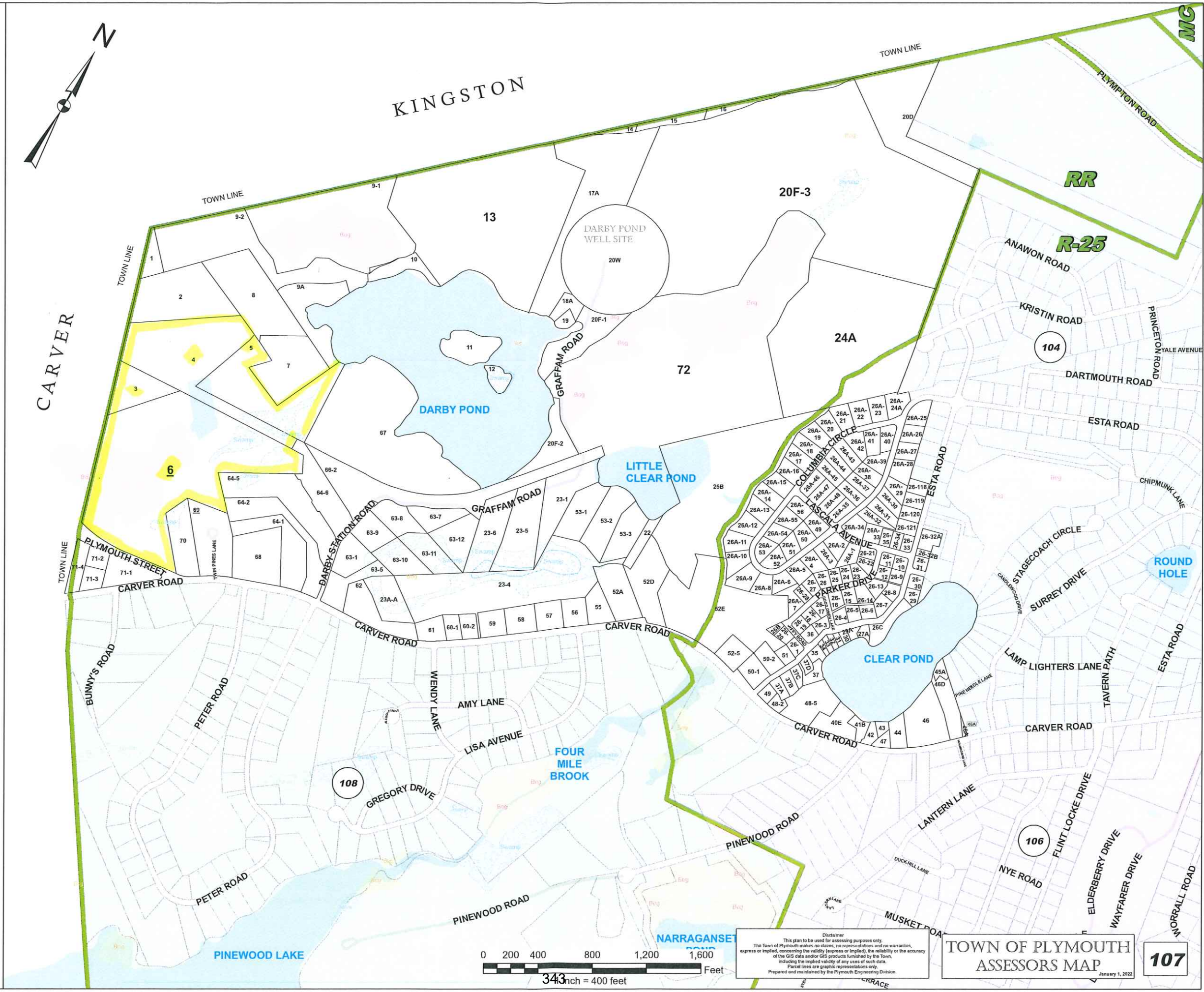
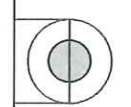
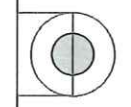
Scale: 1" = 400'

Date: November 10, 2022

Source File 296109P031A.mxd

B+T Project No. 2961.09





Disclaimer  
This plan is to be used for assessing purposes only.  
The Town of Plymouth makes no claims, no representations and no warranties, express or implied, concerning the validity (express or implied), the reliability or the accuracy of the GIS data and/or GIS products furnished by the Town, including the implied validity of any uses of such data.  
Parcel lines are graphic representations only.  
Prepared and maintained by the Plymouth Engineering Division.

TOWN OF PLYMOUTH  
ASSESSORS MAP  
January 1, 2022

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## ARTICLE 19:

### **ARTICLE 19: SOLAR PILOT – Exit 13**

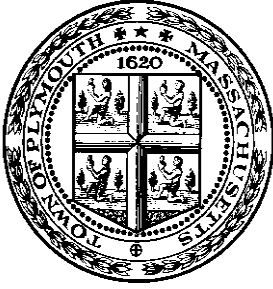
To see if the Town will vote, pursuant to the provisions of G. L. c.59, §38H, to authorize the Select Board and Board of Assessors to negotiate and enter into an agreement for payments in lieu-of-taxes (“PILOT”), for a .67745 Megawatt DC (more or less) solar photovoltaic canopy energy generating facility for Ameresco (or its affiliates, successors or assigns) to be located on the 1.19 acre parcel of land at Exit 13 Long Pond Road Park & Ride, currently shown on Plymouth Assessor’s Map 89, upon such terms and conditions as the Select Board and Board of Assessors shall deem to be in the best interest of the Town, or take any other action relative thereto.

SELECT BOARD

### **RECOMMENDATION: Approval Unanimous (13-0-1)**

The Advisory & Finance Committee recommends Town Meeting approve Article 19. Approval of this article will authorize this payment-in-lieu-of-taxes (PILOT) agreement for personal property tax associated with a solar development located at Exit 13 Long Pond Road Park & Ride in Plymouth, shown on Assessors Map 89. This is a parking lot canopy solar project with a total production size of .67745 MW DC. The terms of this agreement would be \$13,000 per MW DC with an escalation of 2.5% per year for 20 years. 50% of these payments will be deposited into the Environmental Affairs Fund.





# TOWN OF PLYMOUTH

FINANCE DEPARTMENT

26 COURT STREET, PLYMOUTH, MA 02360

PHONE (508) 747-1620 EXTENSION 10177

TO: SELECT BOARD  
ADVISORY & FINANCE  
TOWN MEETING MEMBERS

FROM: LYNNE A. BARRETT  
DIRECTOR OF FINANCE

SUBJECT: PILOT AGREEMENT – EXIT 13 SOLAR CANOPY PROJECT AT STATE  
PARK & RIDE

DATE: AUGUST 10, 2023

CC: ANNE DUNN, DIRECTOR OF ASSESSING

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**ARTICLE \_\_: SOLAR PILOT – Exit 13** . To see if the Town will vote, pursuant to the provisions of G. L. c.59, §38H, to authorize the Select Board and Board of Assessors to negotiate and enter into an agreement for payments in lieu-of-taxes (“PILOT”), for a .67745 Megawatt DC (more or less) solar photovoltaic canopy energy generating facility for Ameresco (or its affiliates, successors or assigns) to be located on the parcel of land at Exit 13 Long Pond Road Park & Ride, currently shown on Plymouth Assessor’s Map 89, upon such terms and conditions as the Select Board and Board of Assessors shall deem to be in the best interest of the Town, or take any other action relating thereto.

SELECT BOARD

This article request is for approval of the terms of a PILOT agreement for the personal property tax associated with a solar development located at Exit 5, Long Pond Road, in Plymouth, Assessors Map 89. This is a parking lot canopy solar project, aka MASSDOT III Solar Canopy, on a portion of land described in the location, with a total production size of .67745 MW DC. The terms of this agreement will be \$13,000 per MW DC with an escalation of 2.5% per year for 20 years.

50% of these payments will be deposited into the Environmental Affairs Fund, please see link for more information on this.

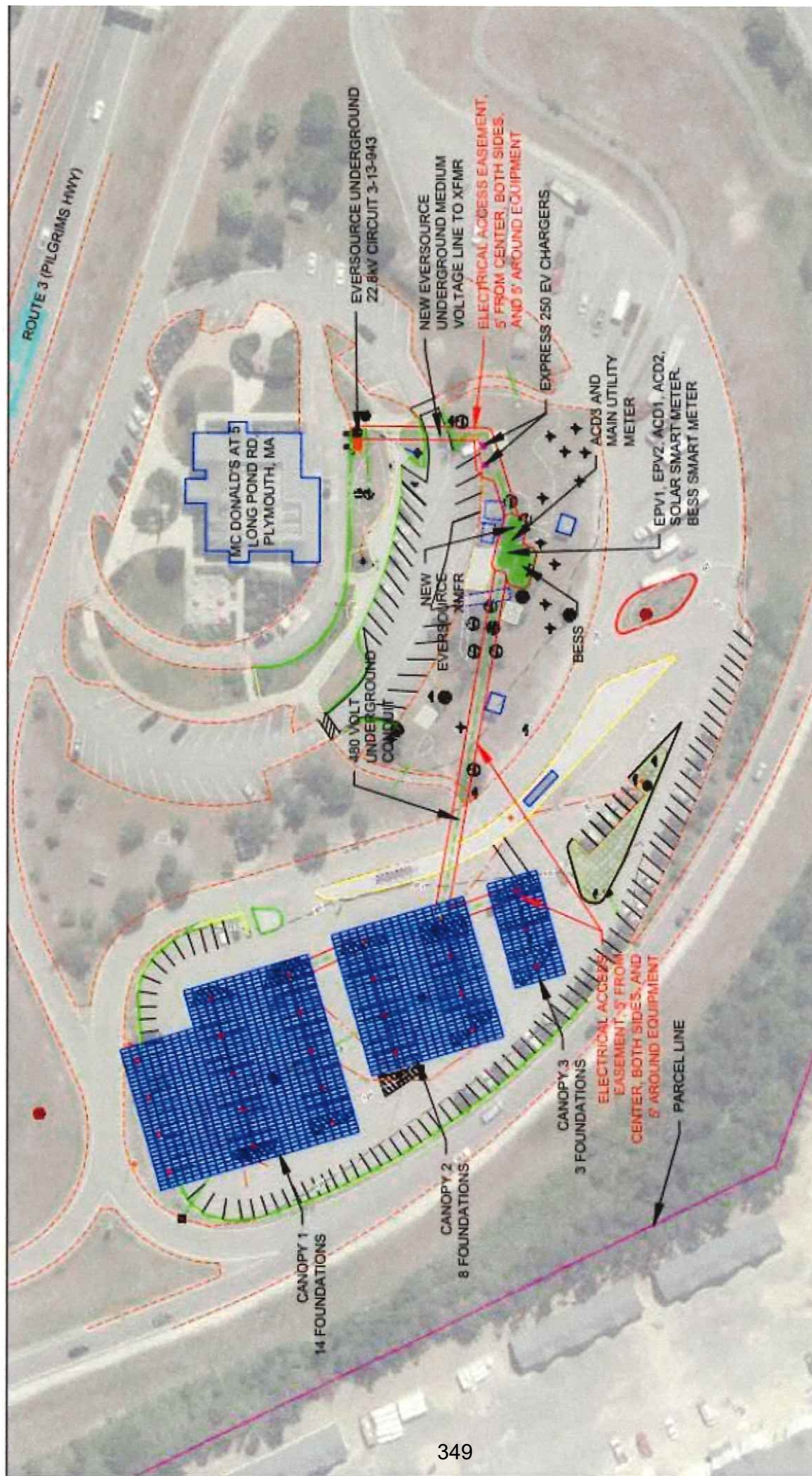
<https://www.plymouth-ma.gov/460/Environmental-Affairs-Fund>



Schedule of payments on an annual basis are described below:

	PILOT Payment Schedule 2.5% Escalator	
	0.67745	13,000/MW DC
Year	DC	Amount
1	0.67745	8,806.85
2	0.67745	9,027.02
3	0.67745	9,252.70
4	0.67745	9,484.01
5	0.67745	9,721.11
6	0.67745	9,964.14
7	0.67745	10,213.25
8	0.67745	10,468.58
9	0.67745	10,730.29
10	0.67745	10,998.55
11	0.67745	11,273.51
12	0.67745	11,555.35
13	0.67745	11,844.23
14	0.67745	12,140.34
15	0.67745	12,443.85
16	0.67745	12,754.94
17	0.67745	13,073.82
18	0.67745	13,400.66
19	0.67745	13,735.68
20	0.67745	14,079.07
		224,967.97

Thanks, for your consideration in this matter and if there are any questions, please let me know.







## ARTICLE 21:

### **ARTICLE 21: Amendment to April 2023 Annual Art 9 A38 – Amend Funding Source**

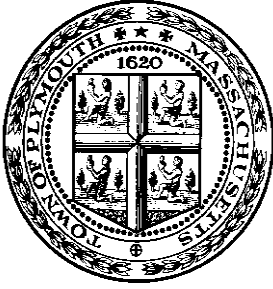
To see if the Town will vote to amend the vote taken under Article 9, A38 of the 2023 April Annual Town Meeting, Design Cemetery Space, by reducing the amount of \$9,855 from the vote taken under Article 9A-15 of the 2009 April Annual Town Meeting, Cemetery Software, and by increasing the amount from sales of lots by \$9,855, or take any other action relative thereto.

FINANCE DEPARTMENT

### **RECOMMENDATION: Approval Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 21. Approval of this article will amend the vote taken under Article 9 A38 at the April 2023 Annual Town Meeting, Design Cemetery Space, to amend the funding by reducing the amount from article 9A-15 of the April 2009 Annual Town Meeting, Cemetery Software, by \$9,855 and by increasing the amount from sales of lots by \$9,855. The purpose of the amendment to switch the funding source, due to the Cemetery Software fund balance being less than the amount needed, to funding source, sales of lots, that has the appropriate fund balance to satisfy Article 9 A38 funding amount approved by Town Meeting.





# TOWN OF PLYMOUTH

FINANCE DEPARTMENT

26 COURT STREET, PLYMOUTH, MA 02360

PHONE (508) 747-1620 EXTENSION 10177

TO: SELECT BOARD  
ADVISORY & FINANCE  
TOWN MEETING MEMBERS

FROM: LYNNE A. BARRETT  
DIRECTOR OF FINANCE

SUBJECT: Amendment to April 2023 Annual Art 9 A38 – Design Cemetery  
Space Needed

DATE: AUGUST 11, 2023

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I submit the following article:

***To see if the Town will vote to amend the vote taken under Article 9, A38 of the 2023 April Annual Town Meeting, Design Cemetery Space, by reducing the amount of \$9,855 from the vote taken under Article 9A-15 of the 2009 April Annual Town Meeting, Cemetery Software, and by increasing the amount from sales of lots by \$9,855, or taken any other action relative thereto.***

The Reason for this article is that the amount represented in the Burkes Law Report on page 29 of the 2023 Spring Annual Town Meeting, Report & Recommendations book, for Article 9A-15 2009 April ATM for Cemetery Software was relied upon by a Town Meeting Member and used \$10,000 in a motion to amend the funding recommendation by the Finance Department on Town Meeting floor. It was then discovered after town meeting that several article balances in that report were inaccurate due to a software upgrade that occurred prior to producing that report. The software changed some parameters that we were unaware of at the time. It has since been fixed. The actual amount remaining in that article was \$145, therefore the difference of \$9,855 needs to come from Sale of Lots.

Thank you for your consideration in this matter.



## ARTICLE 22:

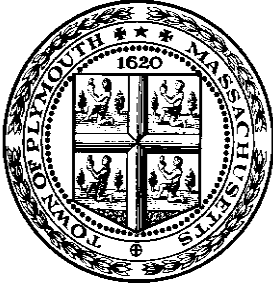
### **ARTICLE 22: Amendment to Annual 2023 Article 13 – Promotion Fund**

To see if the Town will vote to amend the vote taken under Article 13 at the 2023 April Annual Town Meeting, Promotion Fund, to fix a typographical error, and increase the appropriation by transferring \$136,478 from the Town Promotion Fund created pursuant to Chapter 4 of the Acts of 1993, 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.  
FINANCE DEPARTMENT

### **RECOMMENDATION: Approval Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 22. Approval of this article will amend the vote taken under Article 13 at the April 2023 Annual Town Meeting, Promotion Fund, to fix a typographical error, and increase the appropriation by transferring \$136,478 from the Town Promotion Fund created pursuant to Chapter 4 of the Acts of 1993, for programs and projects that enhance the beautification, recreational resources, public safety, promotional and marketing activities, events, services, and public improvements.





# TOWN OF PLYMOUTH

FINANCE DEPARTMENT

26 COURT STREET, PLYMOUTH, MA 02360

PHONE (508) 747-1620 EXTENSION 10177

TO: SELECT BOARD  
ADVISORY & FINANCE  
TOWN MEETING MEMBERS

FROM: LYNNE A. BARRETT  
DIRECTOR OF FINANCE

SUBJECT: AMEND ARTICLE 13 OF THE SPRING 2023 ANNUAL TOWN MEETING –  
PROMOTION FUND

DATE: AUGUST 11, 2023

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I submit the following article for consideration:

*To see if the Town will vote to amend the vote taken under Article 13 at the 2023 April Annual Town Meeting, Promotion Fund, to fix a typographical error, and increase the appropriation by transferring \$136,478 from the Town Promotion Fund created pursuant to Chapter 4 of the Acts of 1993, for programs and projects that enhance the beautification, recreational resources, public safety, promotional and marketing activities, events, services, and public improvements, or take any action relative thereto.*

The reason for this article is to fix a typographical error that was made in the **motions** document for town meeting. The amount in the motion document represented the motion that was done in the previous year instead of reflecting the amount that was requested by the Director of Planning & Development and approved by the Advisory & Finance. This amendment will increase the amount appropriated from \$1,109,928 to \$1,246,406 which reflected the Advisory & Finance's approval on page 155 of the Spring 2023 Report & Recommendations book.

Thank you for your consideration in this matter.





## **ARTICLE 23:**

### **ARTICLE 23: Special Purpose Article- Opioid Settlement**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow to establish a special purpose article to utilize and administer the Opioid Settlement Abatement payments distributed to the Town, or take any other action relative thereto.

SELECT BOARD

### **RECOMMENDATION: Approval \$239,092.09 Unanimous (13-0-0)**

The Advisory & Finance Committee recommends Town Meeting approve Article 23. Approval of this article will authorize the transfer of \$239,092.09 from free cash to the Opioid Special Revenue Account for the purpose of funding community-based organizations focused on preventing drug addiction and providing mental health services across our community.





Town of Plymouth  
**Town Manager's Office**  
26 Court Street  
Plymouth, Massachusetts 02360  
508-747-1620  
Fax 508-830-4028

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**To: Select Board**  
**Advisory and Finance Committee**

**From: Derek S. Brindisi, Town Manager**

**Subject: Opioid Settlement Funds**

**Date: August 18, 2023**

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I respectfully request a Free Cash transfer of \$239,092.09 to the Opioid Special Revenue Account for the purposes of funding community-based programs that are aimed at combating fatal and non-fatal overdoses and their secondary mental health effects. The Town will receive approximately \$4,000,000 over a 15-year period.

In 2022, drugmaker Johnson & Johnson and other major distributors and pharmacy chains finalized nationwide settlements over their role in the opioid addiction crisis where mishandling opioid pain drugs caused tens of thousands of overdose deaths across the country. These agreements clear the way for over \$40 billion to flow to nearly every state and local government in the U.S., expecting to provide a significant boost to efforts aimed at reversing the current opioid crisis. Overdoses involving opioids, including prescription pills and heroin, surged during the COVID-19 pandemic, increasing 38% in 2020 over the previous year and another 15% in 2021, according to the U.S. Centers for Disease Control and Prevention.

With fatal overdoses continuing to rage across the U.S., largely because of the spread of fentanyl and other illicitly produced synthetic opioids, public health experts are urging governments to use these funds to ensure access to drug treatment and prevention. Additionally, there needs to be an emphasize to fund programs that are proven to work, collect and analyze data and launch prevention efforts aimed at young people, all while focusing on diversity, equity, and inclusion.

Under the leadership of the town's new Health and Human Services Department, these funds will be distributed through a competitive grant process to numerous community-based organizations focused on preventing drug addiction and providing mental health services across our community.

Respectfully submitted,

Derek S. Brindisi, Town Manager

		Maximum Distributor	Maximum J & J / Janssen Manufacturers & Traders Trust	Walmart	CVS	Walgreens	Teva	Allergan	TOTAL
0010021-472012									
total estimated		1,833,935.83 17 years	421,528.00 10 years	265,094.52 6 years	468,129.56 10 years	509,041.88 15 years	353,901.31 13 years	210,837.55 7 years	4,062,468.65
Fiscal 2023	sum/fall 22	78,344.29	78,411.75			39,276.71			
		82,336.03				25,925.25			304,294.03
Fiscal 2024	July 2023	82,336.00	78,411.75	higher	33,477.43	25,925.25	27,223.18	30,119.65	277,493.26
Fiscal 2025	July 2024	103,055.00	78,412.00	higher	26,689.90	25,925.25	27,223.18	30,119.65	291,424.98
Fiscal 2026	July 2025	103,055.00	78,412.00	higher	53,337.52	25,925.25	27,223.18	30,119.65	318,072.60
Fiscal 2027	July 2026	118,874.00	15,819.00	lower	53,337.52	25,925.25	27,223.18	30,119.65	271,298.60
Fiscal 2028	July 2027	118,874.00	15,819.00	lower	53,337.52	25,925.25	27,223.18	30,119.65	271,298.60
Fiscal 2029	July 2028	137,024.00	15,819.00	lower	53,337.52	39,276.71	27,223.18	30,119.65	302,800.06
Fiscal 2030	July 2029	141,346.00	20,141.00		50,672.76	39,276.71	27,223.18	30,119.65	308,779.30
Fiscal 2031	July 2030	141,346.00	20,141.00		47,965.70	39,276.71	27,223.18		275,952.59
Fiscal 2032	July 2031	122,026.00	20,141.00		47,965.70	39,276.71	27,223.18		256,632.59
Fiscal 2033	July 2032	101,885.00			47,965.70	39,276.71	27,223.18		216,350.59
Fiscal 2034	July 2033	101,885.00				39,276.71	27,223.18		168,384.89
Fiscal 2035	July 2034	101,885.00				39,276.71	27,223.18		168,384.89
	Dec 2034					39,276.71	27,223.18		66,499.89
Fiscal 2036	July 2035	101,885.00							101,885.00
Fiscal 2037	July 2036	101,885.00							101,885.00
Fiscal 2038	July 2037	101,885.00							101,885.00
Fiscal 2039	July 2038	101,885.00							101,885.00

**ARTICLE 24: Citizens Petition**

To see if the Town will vote to amend its Zoning Bylaws governing Ground-Mounted Solar Photovoltaic Systems (§ 207-11). The intent is to ensure that when there are nearby residents who are not naturally shielded from a proposal, a plan to adequately do so **MUST** be presented to Planning Board, who in turn **MUST** make the implementation of such a plan a recommendation to the Building Commission. This plan further adds to the Financial Surety section of the bylaw concerning bonds and increases abutter notification requirements from 300 to 700 feet.

SEE ATTACHED

Or take any other action relative thereto.

BY PETITION: MARC PACHECO, et al

(The following was attached)

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

**4. Information Required with Zoning Permit for all GMSPS.**

d) **Financial Surety.** Except for a municipally owned GMSPS, or a GMSPS designed to cover a parking lot, a project designed to generate in excess of 2MW, or exceed 8 feet above grade, shall require a performance guarantee in the form of a cash bond in an amount approved by the Building Commissioner to cover the cost of GMSPS removal in the event the town must remove the installation and stabilize the Development Site with loam and seed.

**5. Other Requirements.**

- a) **Notification.** When site plan review is required, at least fourteen days prior to site plan review by the Planning Board, notice of the time and place of said review shall be sent by mail by the GMSPS Owner/Operator, postage prepaid to abutting owners of land within three **SEVEN** hundred feet of the property line of the parcel or parcels upon which the GMSPS proposes to be situated, as said abutters appear on the most recent applicable tax list. The assessors maintaining any applicable tax list shall certify the names and addresses of parties interest and such certification shall be conclusive for all purposes. At least 60 business days prior to the commencement of work on a project, the GMSPS Owner/Operator shall notify abutters within 300 **700** feet of when work will commence and that site plans are available for public review at Town Hall.
- g) **Viewshed affected.** Exempting the municipality, when site plan review is required and there are residents within 700 ft of the proposed GMSPS whose viewshed will be impacted, affecting community/scenic character and property values (as determined by the Building Commissioner), the following SHALL apply:

- 1. A viewshed SHALL be defined as the geographical area that is visible from a

location. It includes all surrounding points that are in line-of-sight with that location and excludes points that are beyond the horizon or largely obstructed by terrain and other features (e.g., buildings, multiple trees {Deciduous, Conifers or otherwise}).

2. An applicant SHALL present a complete plan which includes screening, as defined in §201-3 of the Bylaw and which accomplishes the goal of adequately and sufficiently reducing the impact of the GMSPS, regardless of the height of the GMSPS, for the abovementioned residents. The plan SHALL include but not be limited to the use of berms, fencing and/or vegetation.
3. The Planning Board SHALL make a recommendation for screening which accomplishes the goal of adequately and sufficiently reducing the visual impact of the GMSPS, regardless of the height of the GMSPS, from the residents. The plan should include, but not be limited to the use of berms, fencing and/or vegetation.
  - a. The Planning Board MAY waive this provision IF the applicant obtains the notarized, written permission of every one of the abutting property's LANDOWNERS meeting the 700 ft viewshed criteria.

**RECOMMENDATION: Approval 5-4-2**

The Advisory & Finance Committee recommends Town Meeting approve Article 24. Approval of this article will amend the zoning bylaw § 207-11. Ground-Mounted Solar Photovoltaic Systems (GMSPS) requirement for 4 d. Financial Surety requirement to include projects that exceed 8 feet above grade in height, amend the requirement for 5 a. Notification for abutter notification of potential GMSPS Projects to include projects that are within 700 feet of the property line of the parcel or parcels upon which the GMSPS proposes to be situated, and add a new section g) Viewshed affected, to the zoning bylaw. The Committee had mixed feelings about the intent of this amendment.

Over the past few years, Massachusetts has increasingly promoted solar energy as an important piece in ensuring our energy needs are met in a safe, green and sustainable fashion. And rightfully so. Ground-Mounted Solar Photovoltaic Systems (GMSPS), or solar fields/farms, are a crucial part of any plan to combat climate change.

However, we are concerned that our Planning Board does not have the tools they need to ensure these often-massive projects do not overwhelm their surrounding neighbors. We want our elected officials to be able to both SUPPORT solar farms while PROTECTING the interests of all residents. We feel it is necessary to emphasize the need to protect residents and ensure that recommendations to do so shall be made to the proper officials.

Therefore, our proposed zoning bylaw amendment is to see if the Town will vote to amend Chapter 207, Section 11 of the Town Bylaws by adding the underlined and italicized, and deleting the strike through text as shown below:

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

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#### **4. Information Required with Zoning Permit for all GMSPS.**

- d) **Financial Surety.** Except for a municipally owned GMSPS, or a GMSPS designed to cover a parking lot, a project designed to generate in excess of 2MW, or exceed 8 feet above grade, shall require a performance guarantee in the form of a cash bond in an amount approved by the Building Commissioner to cover the cost of GMSPS removal in the event the town must remove the installation and stabilize the Development Site with loam and seed.

#### **5. Other Requirements.**

- a) **Notification.** When site plan review is required, at least fourteen days prior to site plan review by the Planning Board, notice of the time and place of said review shall be sent by mail by the GMSPS Owner/Operator, postage prepaid to abutting owners of land within ~~three~~ seven hundred feet of the property line of the parcel or parcels upon which the GMSPS proposes to be situated, as said abutters appear on the most recent applicable tax list. The assessors maintaining any applicable tax list shall certify the names and addresses of parties interest and such certification shall be conclusive for all purposes. At least 60 business days prior to the commencement of work on a project, the GMSPS Owner/Operator shall notify abutters within ~~300~~ 700 feet of when work will commence and that site plans are available for public review at Town Hall.



g) **Viewshed affected.** Exempting the municipality, when site plan review is required and there are residents within 700 ft of the proposed GMSPS whose viewshed will be impacted, affecting community/scenic character and property values (as determined by the Building Commissioner), the following SHALL apply:

1. A viewshed SHALL be defined as the geographical area that is visible from a location. It includes all surrounding points that are in line-of-sight with that location and excludes points that are beyond the horizon or largely obstructed by terrain and other features (e.g., buildings, multiple trees {Deciduous, Conifers or otherwise}).
2. An applicant SHALL present a complete plan which includes screening, as defined in §201-3 of the Bylaw and which accomplishes the goal of adequately and sufficiently reducing the impact of the GMSPS, regardless of the height of the GMSPS, for the abovementioned residents. The plan SHALL include but not be limited to the use of berms, fencing and/or vegetation.
3. The Planning Board SHALL make a recommendation for screening which accomplishes the goal of adequately and sufficiently reducing the visual impact of the GMSPS, regardless of the height of the GMSPS, from the residents. The plan should include, but not be limited to the use of berms, fencing and/or vegetation.
  - a. The Planning Board MAY waive this provision IF the applicant obtains the notarized, written permission of every one of the abutting property's LANDOWNERS meeting the 700 ft viewshed criteria.