

PLYMOUTH BOARD OF SELECTMEN

TUESDAY, JUNE 21, 2011

TOWN HALL MAYFLOWER ROOM

The Selectmen held a meeting on Tuesday, June 21, 2011 at 7:00 p.m. at Town Hall in the Mayflower Room.

Present: William P. Hallisey, Jr., Chairman [arrived 8:15 p.m.]
John T. Mahoney, Jr., Vice Chairman
Sergio O. Harnais
Mathew J. Muratore
Belinda A. Brewster

Mark Stankiewicz, Town Manager
Melissa Arrighi, Assistant Town Manager

CALL TO ORDER

Vice Chairman Mahoney called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Prior to commencement of the evening's agenda items, Selectman Muratore acknowledged and thanked Beth Rollins for her 23 years of dedicated service as a Town employee. Ms. Rollins, he said, most recently worked at the Council on Aging as the Administrative Assistant to the Council's director. Selectman Muratore commended Ms. Rollins for being such a valuable member of the Council's staff, and he wished her well in her retirement.

Vice Chairman Mahoney noted that he attended the recent game at which the Plymouth North Blue Eagles baseball team won the 2011 State Championship. He congratulated the team and praised head Coach Dwayne Follette for his success in bringing the Plymouth North Blue Eagles to the championship tournament every year since 2008.

JULY 4TH UPDATE

Ken Tavares and Mark Wells of July 4 Plymouth, Inc. provided the Selectmen with an update on their efforts to organize and raise funds for the July 4th parade and fireworks events. Mr. Tavares was pleased to report that—with the help of donations from 23 businesses and 91 families—the committee is close to raising the funds needed to produce both the parade event and fireworks display. The committee, however, still needs the help of volunteers to assist with various facets of the parade, Mr. Tavares noted.

Mr. Wells reported that the committee needs \$4,100 to complete its fundraising needs, and, thus, he encouraged donors to send their contributions to July 4 Plymouth, Inc. at P.O. Box 1776, Plymouth, MA 02362.

Mr. Tavares introduced Kim McDonough and thanked her for raising \$2,500 through a comedy fundraiser she held at Memorial Hall in May. Mr. Tavares also commended Doug O’Roak and the Plymouth Masons for raising \$3,000 for the July 4th events.

TOWN MANAGER’S REPORT

Laughlin Property Acquisition – Town Manager Mark Stankiewicz announced that, over the past several months, the Town has been considering the purchase of a private parcel on Plymouth Long Beach, currently owned by the Laughlin family. The owner has entered into a Purchase & Sales agreement with the Town for the property, he said, with payment contingent upon Town Meeting approval. Mr. Stankiewicz affirmed that staff will submit an article pertaining to this property acquisition for the 2011 Fall Town Meeting.

Plymouth Industrial Development Corporation – Mr. Stankiewicz informed the Board that he and Assistant Town Manager Melissa Arrighi attended a recent event commemorating the 50th Anniversary of the Plymouth Industrial Development Corporation (“PIDC”). The PIDC, he explained, was created in the 1970’s to bring commerce and jobs to the Town following the closing of numerous local mills. Most notably, he said, the PIDC was responsible for the establishment of the Plymouth Industrial Park. Mr. Stankiewicz noted that the PIDC’s charter will soon expire, and, as such, he thanked PIDC president Edward Santos and the members of the PIDC for their many years of dedicated service.

NSTAR Emergency Response Plan – Mr. Stankiewicz notified the Board that he and Public Works Director Jonathan Beder, Assistant DPW Director Dennis Westgate, Emergency Management Director Aaron Wallace, and Deputy Fire Chief Stanley Eldridge attended a regional meeting with NSTAR regarding its emergency response plan. The annual meeting, he said, is a review of the past year’s major storms and the way by which NSTAR prioritizes the restoration of service to various customers and locations (i.e. hospitals, public safety buildings, residents with medical issues, etc.).

DreamRide – Mr. Stankiewicz reported that he attended the June 12th welcoming ceremony for School Superintendent Gary Maestas and Jordan Hospital CEO Peter Holden as they concluded their 600-mile “DreamRide” cycling journey from Washington D.C. to Plymouth. Mr. Stankiewicz congratulated Mr. Maestas and Mr. Holden for their efforts to raise funds and awareness for educational programs and services.

PACTV / Talk of the Towne – Mr. Stankiewicz noted that he, DPW Director Jonathan Beder, and Assistant DPW Director Dennis Westgate appeared on a recent episode of the local PACTV show, *Talk of the Towne*, to discuss local public works issues. Mr. Stankiewicz thanked host Karen Buechs for the invitation to appear on the show.

Eel River Headwaters Restoration / Coastal America Award Ceremony – Mr. Stankiewicz was pleased to report that Plymouth’s Environmental Management Division was recently recognized with a Coastal America Award for the Town’s Eel River Headwaters Restoration project during an awards ceremony on June 17th. Mr. Stankiewicz commended Environmental Manager David Gould and Environmental Technician Kim Michaelis for their outstanding leadership on the project.

Visitors Center – Mr. Stankiewicz announced that renovations to the Visitors Center on Water Street were recently completed with \$15,000 in funds from the Visitor Services Board and the Office of Community Development. Renovations, he said, included exterior repairs, interior and exterior painting, new rugs, and a full replacement of the bathroom facilities—including energy efficient sinks and faucets. Mr. Stankiewicz thanked Jim Carpenter of the Office of Community Development for overseeing the project and keeping costs to a minimum.

Transfer Station Passes – Mr. Stankiewicz notified the public that Transfer Station Passes and Beach Stickers will be available at the South Street Transfer Station from 8:00 a.m. to 4:00 p.m. on Fridays, Saturdays, and Sundays from now through July 10th, with the exception of the July 4th weekend, when passes will only be available for purchase on Friday. Mr. Stankiewicz noted that passes and stickers are always available online and during normal business hours at Town Hall.

1820 Courthouse Stakeholders Workshop – Mr. Stankiewicz reported that the 1820 Courthouse Consortium will hold a Stakeholders Workshop at 7:00 p.m. at the Plymouth Public Library on Thursday, June 23, 2011. The public is invited to attend the workshop, he explained, at which CBT Architects (consultants for the courthouse project) will be on-hand to participate in the discussion and answer questions from the audience.

Jordan Hospital Health Summit – Mr. Stankiewicz announced that that Jordan Hospital will host a Healthy Community Summit on June 23, 2011 at the Plymouth Radisson to discuss the ways by which communities may create policies, establish practices, and make environmental enhancements that support healthy choices and behaviors.

New England Library Leadership Symposium – Mr. Stankiewicz was pleased to note that Manomet Branch Librarian Jennifer Jones has been accepted to the New England Library Leadership Symposium. The purpose of the symposium, he said, is to foster the mentoring and development of leaders for state and regional library associations.

Senior Center Topping Out Ceremony – Mr. Stankiewicz mentioned that the Council on Aging held a “topping out” ceremony on June 16th to commemorate the placing of the final steel beam into the new Plymouth Senior Center facility.

Congressman Keating – Mr. Stankiewicz informed the public that Karen Wasielewski from Congressman William Keating’s office will hold office hours from 2:00 – 4:00 p.m. on Friday, June 24, 2011 at the Plymouth Public Library.

LICENSES

ONE DAY WINE & MALT LIQUOR LICENSE

On a motion by Selectman Muratore, seconded by Selectman Harnais, the Board approved the following request for a One Day Wine & Malt License, as detailed. Voted 4-0-0, approved.

- ❖ **Saint Bonaventure Parish / Father Ken Overbeck** requested a One Day Wine & Malt License for a parish cookout to be held at 799 State Road from 4:00 p.m. to 11:00 p.m. on June 25, 2011. Liquor liability is in place.

PEDI-CAB OPERATOR LICENSE (NEW)

On a motion by Selectman Harnais, seconded by Selectman Muratore, the Board approved the following requests for Pedi-Cab Operator licenses, as detailed. Voted 4-0-0, approved.

- ❖ For **Plymouth Pedicab** (4 Freedom Street, Michael Tubin, Owner):
 - Kevin Houston 26 Forest Ave, Plymouth
 - Benjamin Condron 6 Concord Circle, Hingham
 - Joshua Harrington 138 Summer Street, Plymouth

Issuance of the above licenses is subject to review of the requisite CORI background check.

VEHICLE FOR HIRE OPERATOR LICENSE (NEW)

On a motion by Selectman Harnais, seconded by Selectman Brewster, the Board approved the following request for a Vehicle for Hire Operator License, as detailed. Voted 4-0-0, approved.

- ❖ **Seabreeze Taxi** (18 Centennial Street, Samar Al Mousli, Owner):
 - Vivian Lanza 58 Grand View Drive Plymouth)

Background check and driving record show no basis for denial.

VEHICLE FOR HIRE LICENSE (NEW)

On a motion by Selectman Muratore, seconded by Selectman Harnais, the Board approved the following request for a Vehicle for Hire License, as detailed. Voted 4-0-0, approved.

- ❖ **TLC Quality Transportation** (42 Dublin Dr., Brian Mazzilli, Owner):

Applying for one new Vehicle Permit – Livery

- 2006 Dodge Caravan

This vehicle replaces another vehicle and has been inspected by inspectional services.

COMMON VICTUALLER (NEW)

On a motion by Selectman Harnais, seconded by Selectman Muratore, the Board approved the following request for a Common Victualler License, as detailed. Voted 4-0-0, approved.

- ❖ **Aquarela's Grill** (318 Court Street, Michael Stone, Owner)

COMPREHENSIVE ENTERTAINMENT (NEW)

On a motion by Selectman Muratore, seconded by Vice Chairman Mahoney, the Board approved the following request for a Comprehensive Entertainment License, as detailed. Voted 4-0-0, approved.

- ❖ **The Meta Comet** (58C Main Street, John Ford) Applying for Group III, Live Entertainment.

This license is required in conjunction with the Outdoor Amplified Music Permit that the Board approved for The Meta Comet on May 31, 2011.

ADMINISTRATIVE NOTES

Meeting Minutes – On a motion by Selectman Muratore, seconded by Selectman Harnais, the Board approved the minutes of the March 15, 2011 and March 29, 2011 Selectmen's meetings. Voted 3-0-1, approved, with an abstention from Selectman Brewster, who was not a member of the Board at the time of this meeting.

Parting Ways Gift Account – The Board (a) established a gift & donation account for costs and projects associated with the Parting Ways site and (b) authorized the Parks Superintendent to expend funds from this account.

Sam Diego's Lease Amendment – The Board approved and executed the *Lease Amendment between the Town of Plymouth and Sam Diego's East, Inc. d/b/a Sam Diego's Mexican Cookery & Bar.*

Exclusive Vending Rights / July 4th – The Board granted exclusive vending rights to July 4 Plymouth, Inc. for its permitted parade and fireworks events to be held on July 4, 2011.

Exclusive Vending Rights / Chamber of Commerce – The Board granted exclusive vending rights to the Plymouth Area Chamber of Commerce for the following permitted events:

- July 9, 2011 – Plymouth Maritime Day on the Town Pier
- August 27, 2011 – Downtown Plymouth Waterfront Festival along Water Street and in Brewster Gardens
- October 1, 2011 – Barktoberfest in Nelson Park

Old Colony Elder Services Board of Directors – The Board appointed Conni DiLego (Plymouth Council on Aging Director) as Plymouth’s representative on the board of directors of Old Colony Elder Services.

Pedi-Cab License Regulations – The Board added the following phrase to the first sentence of Article IV, Section 6 of the Town’s Pedi-cab Regulations:

“or if the public health and safety so requires.”

Donation to Plymouth Animal Shelter – The Board accepted, with gratitude, a donation of \$1,000 to the Plymouth Animal Shelter from the estate of Margaret Thurler.

Insurance Advisory Committee and Plymouth Retired Employee Association – On a motion by Vice Chairman Mahoney, seconded by Selectman Muratore, the Board chose Selectman Brewster as its liaison to the Insurance Advisory Committee and the Plymouth Retired Employee Association. Voted 4-0-0, approved.

PUBLIC COMMENT

Irene Caldwell praised Barbara Anglin, the director of the Plymouth Farmers’ Market, for her efforts in building (what she described as) one of the best markets in the region. Ms. Caldwell emphasized the importance of offering locally-made products and locally-grown produce, and she thanked Ms. Anglin for volunteering her time to bring a wide variety of vendors to the market each week.

Nancy Carroll visited the Board with an update on her endeavor to reduce litter in Plymouth. Ms. Carroll spoke of her recent visit to Maine, where she said she observed no litter on the highways or back roads. Maine, she said, has a 90% recycling rate, which, she speculated, may have a profound effect on the scarcity of litter. While in Plymouth, however, Ms. Carroll said that she collected enough plastic bottles during a short walk on the jetty to make a craft-made hat and scarf, which she displayed to the Selectmen as part of her plea for heightened enforcement of recycling and litter laws.

Kevin Doyle invited the public to the Simes House Foundation’s tag-sale fundraiser on Saturday, June 25th, which will benefit the restoration of the property.

Linda Benezra urged the Selectmen to support the updating of the Massachusetts Bottle Bill, which the Selectmen voted to endorse in 2009. Ms. Benezra provided the Board with a written description of the updated bill, which seeks to add non-carbonated beverage bottles to the State’s deposit/return program.

Peter Wilson of 11 Allerton Street asked if the Town would consider prohibiting the loud bell noise used by ice cream vending trucks to alert customers of their approach while traveling from neighborhood to neighborhood. The noise, he said, creates quite a disturbance during the evening hours when families are typically settling-in for the night.

COMMITTEE INTERVIEWS & APPOINTMENTS

Vice Chairman Mahoney read aloud the list of names of those who applied for Town committees, boards, and commissions, and he offered an opportunity for each applicant to speak to the Board, should he/she wish to do so.

Erika Lentz (applicant for the Tidal Beaches Advisory Committee) and Janice Capofreddi (applicant for the Recycling Committee) took a brief moment to introduce themselves to the Board.

On a motion by Selectman Harnais, seconded by Selectman Brewster, the Board voted to appoint the following citizens to Town committees, boards, and commissions, as detailed. Voted 4-0-0, approved.

AGRICULTURAL COMMITTEE: 3 SEATS AVAILABLE, 3 APPLICANTS

Heidi Cooley	28 Victory Lane	Incumbent Farmer seat	Term exp. 6/30/2014
Jennifer Friedrich	179 Little Sandy Pond Rd.	Incumbent Farmer seat	Term exp. 6/30/2014
Ross Prentice	242 Jordan Road	Incumbent Farmer seat	Term exp. 6/30/2014

AIRPORT COMMISSION: 2 SEATS AVAILABLE, 2 APPLICANTS

Douglas Crociati	14 Dunham Road	Incumbent	Term exp. 6/30/2014
Ken Fosdick	37 Union Street	Incumbent	Term exp. 6/30/2014

BOARD OF HEALTH: 2 SEATS AVAILABLE, 1 APPLICANT

Cathy Baranofsky	33 Union Street	New Applicant	Term exp. 6/30/2014
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BUILDING COMMITTEE: 3 SEATS AVAILABLE, 3 APPLICANTS

Thomas Fugazzi	24 Clifford Road	Incumbent	Term exp. 6/30/2014
John White	76 Barnfield Drive	New Applicant	Term exp. 6/30/2012
Merlin Ladd III	138 Sandwich Street	New Applicant Construction seat	Term exp. 6/30/2014

COUNCIL ON AGING: 3 SEATS AVAILABLE, 1 APPLICANT

Susan Buxbaum	29 Hitching Post	Incumbent	Term exp. 6/30/2014
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CULTURAL COUNCIL: 6 SEATS AVAILABLE, 1 APPLICANT

Robert Case 81B Liberty Street New Applicant Term exp. 6/30/2014

DESIGN REVIEW BOARD: 2 SEATS AVAILABLE, 1 APPLICANT

Theodore A. Curtin 9 Little Pond Road Incumbent Term exp. 6/30/2014
Pilgrim Society seat

ENERGY COMMITTEE: 3 SEATS AVAILABLE, 3 APPLICANTS

Margie Burgess 16 Boutemain Avenue Incumbent Term exp. 6/30/2014
Greg Krantz 17 Lincoln Street Incumbent Term exp. 6/30/2014
Paul McAlduff 249 Center Hill Road Incumbent Term exp. 6/30/2014

HARBOR COMMITTEE: 2 SEATS AVAILABLE, 1 APPLICANT

Jamie Carpenter 17 Coles Lane New Designee Term exp. 6/30/2014
Chamber of Commerce

HISTORIC DISTRICT COMMISSION: 1 SEAT AVAILABLE, 1 APPLICANT**

Michael Tubin 4 Freedom Street Incumbent Term exp. 6/30/2014
Resident of District seat**

MEMORIALS ADVISORY COMMITTEE: 1 SEAT AVAILABLE, 1 APPLICANT

Terri Johnson 7 Lady Slipper Drive Incumbent Term exp. 6/30/2014

NUCLEAR MATTERS COMMITTEE: 2 SEATS AVAILABLE, 1 APPLICANT

Richard P. Grassie 22 Latham Wood Incumbent Term exp. 6/30/2014

PLYMOUTH-CARVER AQUIFER ADVISORY: 1 SEAT AVAILABLE, 1 APPLICANT

Oliver Durrell III 244 Bourne Road Incumbent Term exp. 6/30/2014
Voting Alternate

PLYMOUTH GROWTH & DEVELOPMENT: 1 SEAT AVAILABLE, 1 APPLICANT

Donna Fernandez 142 Plymouth Street, Carver Incumbent Term exp. 6/30/2016
Downtown Business Owner

RECYCLING COMMITTEE: 4 SEATS AVAILABLE, 2 APPLICANTS

Janice Capofreddi P.O. Box 1946, Manomet Incumbent Term exp. 6/30/2014
John Moran 77 Cliff Street Incumbent Term exp. 6/30/2014

ROADS ADVISORY COMMITTEE: 2 SEATS AVAILABLE, 1 APPLICANT

Stephen Dyer 45 Melix Avenue Incumbent Term exp. 6/30/2014

TIDAL BEACHES COMMITTEE: 3 SEATS AVAILABLE, 2 APPLICANTS

Robert F. DeMarzo P.O. Box 808, Pembroke Incumbent Term exp. 6/30/2014
Property Owner seat

Erika Lentz 11 Allerton Street New Applicant Term exp. 6/30/2014

VISITOR SERVICES BOARD: 1 SEAT AVAILABLE, 1 APPLICANT**

David Buckman 36 Timberlane Incumbent Term exp. 6/30/2014
Retail Representative seat**

ZONING BOARD OF APPEALS: 2 SEATS AND 2 APPLICANTS

M. "Buster" Main 28 Janet Street Incumbent Term exp. 6/30/2014

David Peck 157 Sandwich Road Incumbent Term exp. 6/30/2014

COMMUNITY PRESERVATION COMMITTEE

Vice Chairman Mahoney noted that the Board would appoint one (1) citizen to the Community Preservation Committee, for a term effective July 1, 2011 through June 30, 2014. There were two (2) applicants (a third applicant, Irene Caldwell, had withdrawn her name from candidacy):

- Joan Bartlett 226 Warren Avenue Incumbent
- Malcolm MacGregor 168 Jordan Road New Applicant

Vice Chairman Mahoney invited the applicants to appear before the Board, one-by-one, for a brief interview. Each applicant was given the opportunity to introduce him/herself and to answer questions posed by the Board.

Vice Chairman Mahoney read the names of the applicants and asked the members of the Board to cast votes for the candidate they wished to appoint. After some discussion, the Board voted 4-0-0 to appoint Joan Bartlett to the Community Preservation Committee, for a term effective July 1, 2011 through June 30, 2014.

CONSERVATION COMMISSION

Vice Chairman Mahoney indicated that the Board would appoint **TWO** (2) citizens to the Conservation Commission, for terms effective July 1, 2011 through June 30, 2014. There were three (3) applicants:

- Daniel Forand 168 Micajah Pond Road New Applicant
- Gerre Hooker 28 Janet Street Incumbent
- Paul Withington 123 Old Sandwich Road Incumbent

Vice Chairman Mahoney invited Mr. Forand, Ms. Hooker, and Mr. Withington to appear before the Board, one-by-one, for a brief interview. Each applicant was given the opportunity to introduce him/herself and to answer questions posed by the Board.

Selectman Brewster noted that she would abstain from voting on the matter, as she is related to one of the applicants.

The Board cast 3 votes each for Gerre Hooker and Paul Withington, thereby reappointing Ms. Hooker and Mr. Withington to the Conservation Commission for terms effective July 1, 2011 through June 30, 2014.

HISTORIC DISTRICT COMMISSION

Vice Chairman Mahoney specified that the Board would appoint **ONE** (1) citizen to the “registered voter” seat on the Historic District Commission, for a term effective July 1, 2011 through June 30, 2014. There were two (2) applicants:

- Brian Dunn 32 Winding Way New Applicant
- Anthony Provenzano 17 Sever Street Incumbent

Both applicants appeared before the Board, one-by-one, for a brief interview. Each applicant was given the opportunity to introduce him/herself and to answer questions posed by the Board.

Following the interviews, the Board voted 4-0-0 to appoint Anthony Provenzano to the “registered voter” seat on the Historic District Commission, for a term effective July 1, 2011 through June 30, 2014.

[Note: Chairman Hallisey arrived at this time and joined the meeting.]

VISITOR SERVICES BOARD

Vice Chairman Mahoney explained that the Board would appoint **ONE** (1) citizen to the citizen-at-large seat on the Visitor Services Board, for a term effective July 1, 2011 through June 30, 2014. There were two (2) applicants:

- Stephen Evans, Jr. 181 Hedges Pond Road New Applicant
- Joyce Stewart 53 Rocky Hill Road Incumbent

Vice Chairman Mahoney invited the applicants to appear before the Board, one-by-one, for a brief interview. Each applicant was given the opportunity to introduce him/herself and to answer questions posed by the Board.

By majority vote (4-1-0), the Board appointed Joyce Stewart to the citizen-at-large seat on the Visitor Services Board, for a term effective July 1, 2011 through June 30, 2014.

PROPOSED UPDATE OF 1954 TRAFFIC RULES & ORDERS

John Burke, Director of Operations for ParkPlymouth, and Leighton Price, chairman of the Plymouth Growth & Development Corporation (“PGDC”), offered a proposal to update the *Town of Plymouth 1954 Traffic Rules & Orders*.

Mr. Burke explained that the PGDC was tasked with the review of the *Traffic Rules & Orders* as part of its Memorandum of Agreement with the Town and its responsibility to enforce parking in the downtown / waterfront district. PGDC/ParkPlymouth staff, he said, spent a considerable number of hours examining, measuring, and inventorying the district’s parking lots, spaces, and signage. Mr. Burke assured the Board that he worked closely with the Town’s Department of Public Works, Police Department, and Fire Department to ensure that the proposed changes were the result of a fully-coordinated effort. The objectives of the review, he indicated, were:

1. Update the *Traffic Rules & Orders* in the PGDC designated area, which runs (approximately) from Stevens Field to the Kingston Town Line and from the waterfront to (approximately) 300 feet west of Route 3A.
2. Ensure that rules & regulations are consistent with current sign-regulated conditions.
3. Hold-off on recommending any new recommended parking regulations until after the first update is completed, to create base conditions.
4. Note and replace signs that are missing, out-of-date, or sun damaged.
5. Ensure that Town Departments have adequate time to review and comment on the proposed changes.
6. Ensure that the public has opportunity to review and comment.

Mr. Burke reported that PGDC/ParkPlymouth held a public hearing on the proposed changes to the *Traffic Rules & Orders* on June 1, 2011, but no citizens came forth to offer comments. He referenced the outline of changes in the Selectmen’s packets and noted that, if approved by the Selectmen, PGDC/ParkPlymouth’s next steps will be to (1) work with the Town to have updated signage installed (where needed) and to (2) enforce the rules and regulations. Lastly, Mr. Burke offered PGDC/ParkPlymouth’s recommendation that the *Traffic Rules & Orders* be reviewed and updated on a yearly basis.

At the close of the presentation, Leighton Price explained that there will likely be a need for additional modifications to the *Traffic Rules & Orders* after PGDC/ParkPlymouth completes the process of updating its parking plan.

Following some brief questions posed by the Board, Chairman Hallisey opened the discussion to public comment. No citizens came forth.

On a motion by Selectman Muratore, seconded by Selectman Harnais, the Board voted to approve the changes proposed by PGDC/ParkPlymouth to the *Town of Plymouth 1954 Traffic Rules & Orders*. Voted 5-0-0, approved.

REPORT OF THE CONSOLIDATION COMMITTEE

Selectman Harnais led a presentation from the podium on the recommendations issued by the Consolidation Committee. In July of 2010, he explained, the nine-member Consolidation Committee was tasked with the identification of duplicated efforts between the School and Town departments, with the goal of finding those areas where consolidation and/or efficiency of scale would save money and improve service delivery. Selectman Harnais listed the membership of the committee (below) and thanked Assistant Town Manager Melissa Arrighi and School Superintendent Gary Maestas for their assistance during the committee's ten-month review process.

- Sergio Harnais Board of Selectmen
- Mathew Muratore Board of Selectmen
- Robert Bielan School Committee
- Margie Burgess School Committee
- William Driscoll Advisory & Finance Committee
- Robert Nassau Advisory & Finance Committee
- Keven Joyce Committee of Precinct Chairs
- Karen Keane Committee of Precinct Chairs
- Richard Knox Citizen at Large

The committee, Selectman Harnais reported, broke into subcommittees to study the following areas:

- Public Vehicles
- Purchasing
- Rewards/Recognition
- Building/Facilities
- Information Technology

Robert Nassau of the Advisory & Finance Committee led the presentation on the committee's recommendations with regards to Town vehicles. Mr. Nassau noted that he and fellow committee member Keven Joyce found that there was little that could be done to consolidate efforts on vehicles between the Town and the Schools. The Town has a history of decommissioning vehicles and passing them down to other departments, he said, regardless of what type of work will be performed with the vehicle. By purchasing a fuel efficient vehicle that is the appropriate size for the work being performed, Mr. Nassau explained, the Town can save a good deal of money on fuel use and maintenance. On

behalf of the Public Vehicles Subcommittee, Mr. Nassau issued the following recommendations:

- Eliminate the historical practice of passing down police vehicles to other offices
- Replace used Crown Victorias with right-sized, new and fuel efficient vehicles, such as Ford Focus, Fusion and/or Escapes
- Use cruisers for a longer period
- Adopt Board of Selectmen Policy on Fuel Efficient Vehicle Purchasing

Karen Keane of the Committee of Precinct Chairs provided the Board with a report on behalf of the Consolidation Committee's Purchasing Subcommittee. One of the key recommendations identified by the subcommittee, Ms. Keane said, was the adoption of the use of PCards. A PCard, she explained, is a company charge card that can be used by employees to purchase goods and services without having to go through the traditional purchasing process. Many PCard credit issuers, she noted, offer rebate/reward programs that will garner discounts on other purchases, all while providing the Town with a useful tool to track expenses. On behalf of the Purchasing Subcommittee, Ms. Keane offered the following recommendations:

- Institute a PCard (Town credit card) that would provide for a significant portion of the purchasing needs
- Select a PCard that also earns points, rebates or rewards that could then be used to benefit the Town through recognition programs or discounts on supplies
- Multiple Results: streamline the process, eliminate open accounts throughout town, and fund the Employee Recognition program through the card's rebates/rewards back to the Town.
- Begin to access National Contracts
- Eliminate the Town's local 'charge accounts' around the community
- Save money by using these sites as an alternate source to buy items

In response to some questions posed by the Selectmen, Ms. Keane estimated that the use of PCards could amount to \$10,000 in discounts, not including the savings that could be achieved through the use of national contracts. In addition, she reiterated, the use of PCards for employee purchases will give the Town enhanced oversight over departmental expenses. Selectman Harnais added that local merchants would also benefit from receiving immediate payment through the PCard system, as opposed to billing or maintaining an account for the Town.

William Driscoll reported that he and Richard Knox worked upon the Rewards / Recognition Subcommittee, with the intent to create a reward program to improve employee morale and productivity during a time of significant economic challenges and budget constraints. The subcommittee, Mr. Driscoll stated, issued the following recommendations:

- Implement an Employee Recognition Program
- Recognize employees that have completed five, ten, fifteen, twenty, twenty-five, and thirty years of service

- Recognition Ceremony/Event to begin in Fiscal Year 2012
- Funding Source – PCard implementation

Robert Bielan spoke about the work done by the Building/Facilities Subcommittee to determine the most appropriate and efficient uses for Plymouth's Town and School facilities. Mr. Bielan reported that he, Selectman Muratore, and Margie Burgess formulated the following recommendations with regards to buildings and facilities:

- Consider selling Old Police Station
- Sell Water Barn
- Find alternate area for storage of records
- Sell/distribute or otherwise use the PAYT bags
- Consider resuming management of Memorial Hall
- Provide more maintenance support at the Manomet Youth Center on the weekends
- Expand Cedarville Garage
- Put an addition on the Camelot Park building to store heavy equipment

Mr. Bielan offered his observation that the Department of Public Works should be consolidated into one central location, rather than having various divisions strewn about the Town's surplus facilities. The Town's vehicles, Mr. Bielan added, should be stored in garages to prevent additional wear and tear from the weather. Selectman Muratore noted that there are records stored at the former Water barn on Long Pond Road that need to be removed from the facility and properly archived.

Discussion turned to the need to enhance the revenue generated by the Manomet Youth Center and Memorial Hall facilities. Both Mr. Bielan and Selectman Muratore noted their belief that Memorial Hall is underutilized, and Selectman Muratore offered a suggestion that the Town consider hiring an events coordinator. Assistant Town Manager Melissa Arrighi explained that, during the course of leasing Memorial Hall to independent management companies over the past several years, the recurring message from event promoters has been that the Hall is too small to draw big-name acts but too big for smaller-scale shows. The current lease on the operation of Memorial Hall, Ms. Arrighi said, will expire in approximately one year.

Selectman Harnais reported that he worked upon the Information Technology Subcommittee with Gary Maestas to identify areas where technology could be consolidated or streamlined between the Town and the Schools. The Consolidation Committee, he said, believes there are many areas via which collaborative efforts between both entities could achieve cost savings, and, thus, the committee recommends that there be one Information Technology Department that reports to the Schools first, then the Town. Selectman Harnais indicated that the proposed, singular IT Department would be led by a director responsible for the long-term vision of information technology for the

Town. The components of the recommended consolidation were listed by Selectman Harnais as follows:

- Consolidate and reorganize Town and School IT departments into one
- Establish Director of IT
- Manager of Network Services and Manager of Operations to serve under the Director
- Establish Information Technology Visioning and Evaluation Committee
- Create Service Level Agreements

Gary Maestas noted that, with nearly 4,000 computers, the School Department must seek to address technology in a proactive manner that plans for the future, rather than reacting to the current technologies in place. The consolidation of the Town and School IT Departments and the creation of the IT Visioning & Evaluation Committee will further capitalize on the great working relationship between the current IT managers and help begin the process of planning for Plymouth's future technology needs.

Selectman Harnais explained that the Consolidation Committee also examined the overwhelming number of Town committees, boards, and commissions, to identify and reduce any duplication in function and/or responsibilities. In some cases, he said, committee members have complained that they do not receive enough staff support, but—considering the sheer number of Town committees—it would be nearly impossible for staff to cover all of the meetings that take place each week. To that end, Selectman Harnais issued the following recommendations with regard to committees:

- Dissolve and combine the Harbor Committee with the Tidal Beaches Advisory Committee into the Coastal Committee. This would take two committees with somewhat similar functions and consolidate them into one committee charged with overseeing the Town's delicate and vital coastline.
- Dissolve the Nutrient Management Committee and wrap its functions into the Board of Health. The Nutrient Management Committee was created as a requirement of the permit for the Town's wastewater treatment facility, but the need for the committee is now obsolete, and any remaining issues pertaining to groundwater quality around the wastewater facility can be overseen by the Board of Health. Staff will investigate if the Town has the ability to remove the requirement for the Nutrient Management Committee from the permit.
- Dissolve and combine the Solid Waste Advisory Committee with the Recycling Committee. The Consolidation Committee viewed the functions of these two committees as similar enough to warrant consolidation into one.
- Dissolve the Little Red School House Committee and place its responsibilities under the Cedarville Steering Committee. Currently, only one citizen on the Little Red School House Committee is actively handling the event management of the historic facility, which is frequently used for public meetings and events. The Consolidation Committee believes that such responsibilities can be transferred to the Cedarville Steering Committee.

- Dissolve the Audit Committee and transfer its function to a subcommittee of the Advisory & Finance Committee.
- Dissolve the Design Review Board and Designer Selection Board and wrap both functions into the Building Committee. Though some state mandates may require the maintenance of such committees, the Consolidation Committee believes that these overlapping functions can somehow be combined.
- Strengthen the language that defines the role of the Capital Outlay Expenditure Committee and amend the expense threshold that triggers the Capital Outlay process in Section 38-2 of the Town's bylaws from \$15,000 to \$50,000. Mr. Driscoll explained that the cost of goods and services has risen over time, and many projects and purchases now exceed \$15,000—thus precipitating the need to raise the qualifying expense threshold.

Selectman Harnais concluded his presentation with a list of recommendations on short and long-term initiatives for the Board of Selectmen to adopt:

Short-term initiatives:

- Support the recommendations for Vehicles
- Adopt a Selectmen's Policy on Fuel Efficient Vehicle Purchasing
- Implement a PCard system that eliminates local charge accounts and provides funding for an Employee Recognition Program
- Implement National Contracts as an alternative to buying items, to enhance savings
- Implement Employee Recognition Program in 2011
- Sponsor article for Fall Town Meeting on general bylaw change for capital costs (\$15,000 - \$50,000)
- Vote for recommendations regarding committee changes

Long-term initiatives:

- Approve the consolidation of the Information Technology Division in accordance with the Charter (under the charter, the Town Manager can reorganize or consolidation with Selectmen approval)
- Take actions recommended on Buildings and Facilities
- Vote to reestablish Consolidation Committee for another year

Following the conclusion of the presentation, Chairman Hallisey opened the discussion to public comment.

Robert DeMarzo of the Tidal Beaches Advisory Committee ("TBAC") expressed opposition to the consolidation of the TBAC and Harbor Committee. The functions of the two committees, he said, are too distinct to combine under one entity.

Stephanie Fugazzi, chairperson of the TBAC, stated that she could not support the combination of the TBAC and Harbor Committee without more specific information as to how the new Coastal Committee would function.

Phil Chandler, chairperson of the Harbor Committee, recommended against the combination of the Harbor Committee with the TBAC. Both committees are long-standing groups with passionate membership, he said, and each is tasked with differing missions. For example, Mr. Chandler noted, the Harbor Committee is tasked with reviewing and commenting upon such routine issues as launching ramps, harbor structures, wharf leases, water quality, and shellfishing to more complex issues like the T-Wharf Replacement and Harbor Dredging projects—issues, he said, to which the TBAC would be completely unfamiliar.

Chairman Hallisey asked Selectman Harnais and Harbormaster Chad Hunter to comment on the consolidation of the TBAC and Harbor Committee. Selectman Harnais noted that, though the Consolidation Committee recognized the differences between the TBAC and Harbor Committee, members still felt that both functions could be combined and given a newly-defined charter. Mr. Hunter spoke to the complexity of the projects and issues upon which the Harbor Committee must deliberate; if the beach issues were to be added to the agenda, Mr. Hunter said, the committee's assignments may become too overwhelming.

Mario Costa, owner of a charter boat business and former member of the Harbor Committee, expressed his belief that it would be a great disservice to Plymouth Harbor if the Selectmen dissolved the Harbor Committee. Mr. Costa stated that the Harbor Committee and TBAC are too distinct to combine.

Robert Bielan of the Consolidation Committee offered his opinion that the creation of a Coastal Committee (from the combination of the TBAC with the Harbor Committee) could serve to improve water quality and shellfishing along the Town's coastline.

Paul Quintal, member of the Harbor Committee and the owner and operator of a commercial boating business in Plymouth Harbor, voiced opposition to the proposed consolidation of the Harbor Committee with the TBAC, and he questioned why the members of the Consolidation Committee did not visit one of the Harbor Committee's meetings and do more research into the extent of what the committee does.

Richard Knox noted that, as a member of the Consolidation Committee, he viewed the combination of the TBAC and Harbor Committee as an opportunity to enhance the productivity and leverage of both advisory groups.

Selectman Muratore concurred with Mr. Knox and stated his concern that members of the TBAC and Harbor Committee seemed to perceive the Consolidation Committee's recommendation as a negative or personal statement against the performance of each group. The idea to combine the committees stemmed simply from the desire to create efficiency, he said. Selectman Muratore speculated that the combination of missions may actually help the TBAC and Harbor Committee to achieve their goals more efficiently.

Selectman Brewster explained that she did not perceive the objections voiced by TBAC and Harbor Committee members as stemming from personal offense but, rather, from confusion as to how the proposed Coastal Committee will create more efficiency. She

acknowledged the intent of the Consolidation Committee to create efficiency but questioned how two committees of nine members, apiece, could be combined into one without eliminating a number of members with valuable knowledge and years of service.

Vice Chairman Mahoney stated his belief that there should be representation from the Town's other beaches on the TBAC—specifically White Horse Beach. He noted the Town Manager's announcement that the Town is pursuing the purchase of property on Long Beach and expressed his hope that Town Meeting will recognize the long-term importance of the purchase.

Chairman Hallisey questioned whether the Selectmen have ever clearly given the TBAC the directive to invest more attention towards White Horse Beach. Perhaps, he speculated, there would be less confusion if the members of the TBAC and Harbor Committee could have met with the Consolidation Committee to discuss the proposal further, prior to the issuance of the final recommendations.

Selectman Muratore and Selectman Harnais both noted that the Consolidation Committee issued an invitation to all those committees that were considered as part of the proposed consolidation. A member of the TBAC did, in fact, attend the meeting, Selectman Muratore said, but Selectman Harnais noted that there was an error in communicating the invitation to the Harbor Committee.

Janice Capofreddi, chairperson of the Recycling Committee, acknowledged the sensibility of combining the Solid Waste Advisory Committee with the Recycling Committee. She inquired as to what the Board planned to do regarding the appointment of new members, should the decision be made to combine the two. Both Mr. Stankiewicz and Selectman Harnais advised all of the committees mentioned in the report to continue functioning, as-is, until the Board makes a final decision.

Karen Keane of the Consolidation Committee stated that the intent to consolidate should not be translated as "to eliminate." The idea, she said, was to create stronger directives, objectives, and leverage for some of the Town's committees.

Kevin Doyle said that he could see the logic of combining the efforts of the TBAC with the Harbor Committee, even if it appears that the workload could become cumbersome. Mr. Doyle noted that the Manomet Steering Committee (of which he is a member) works on many diverse topics, to the point that it must sometimes meet more than once per month to accomplish all of its tasks.

Bob DeMarzo and Phil Chandler addressed the Board with some final comments on why they believe consolidation of the TBAC with the Harbor Committee would not be prudent. Chairman Hallisey then closed public comment and brought the discussion back to the Board.

Ms. Arrighi referenced a list of eight (8) actions for the Selectmen to consider with regard to the Consolidation Committee's recommendations on Town committees:

1. Vote to add the dissolution of the Harbor Committee to the Fall Town Meeting Warrant.
2. Vote to dissolve the Tidal Beaches Advisory Committee.
3. Vote to create the Coastal Committee and charge staff with writing the details/mission and the advertising of vacancies
4. Vote to dissolve the Nutrient Management Committee upon (a) confirmation from the State of changed language in the Wastewater Treatment Plant permit or (b) 2013, whichever is sooner
5. Vote to dissolve the Solid Waste Advisory Committee at a date TBD
6. Vote to expand the scope of the Recycling Committee
7. Vote to dissolve the Little Red Schoolhouse Committee and assign the Cedarville Steering Committee with those responsibilities
8. Vote to dissolve the Audit Committee and formally request that the Advisory & Finance Committee set up a subcommittee to aid with this work

Vice Chairman Mahoney made a motion to approve recommendations 1, 2, 3, and 4. Chairman Hallisey made the suggestion that the Board vote on each recommendation, one-by-one.

Selectman Muratore made a motion to approve recommendation number 1. Selectman Harnais seconded the motion, and, following some brief discussion, the Board voted 2-3-0. Chairman Hallisey, Vice Chairman Mahoney, and Selectman Brewster voted against recommendation number 1. Motion denied.

Selectman Muratore made a motion to table the decision on recommendation number 2 until September 26, 2011, to provide more time for all parties to become more involved and educated on the recommendation. Vice Chairman Mahoney seconded the motion. The Board voted 3-2-0 in favor of the motion. Chairman Hallisey and Selectman Brewster cast the opposing votes.

Selectman Harnais made a motion to table the decision on recommendation number 3 until September 26, 2011, to provide more time for all parties to become more involved and educated on the recommendation. Selectman Muratore seconded the motion, and the Board voted 4-1-0 in favor. Selectman Brewster cast the opposing vote.

Selectman Muratore made a motion to approve all of the short-term initiatives listed in the report of the Consolidation Committee (with the exception of the specific actions, noted above). Selectman Harnais seconded the motion, and the Board voted unanimously in favor. Voted 5-0-0, approved.

Selectman Harnais made a motion to approve all of the long-term initiatives listed in the report of the Consolidation Committee, with the understanding the School Committee must have an opportunity to review and approve the consolidation of Information Technology functions prior to proceeding with any further action. Selectman Muratore seconded the motion, and the Board voted unanimously in favor. Voted 5-0-0, approved.

Selectman Harnais made a motion to table the Board's decision to consolidate the functions of the Designer Selection Board and Design Review Board with the Building Committee until September 26, 2011, so that staff can conduct more research on the legal feasibility of doing so. Selectman Muratore seconded the motion, and the Board voted unanimously (5-0-0) in favor.

BOARD LIAISON / DESIGNEE UPDATES

Town Hall Food Drive – Selectman Muratore was pleased to report that employees at Town Hall recently conducted another food drive to collect non-perishable food items for the Greater Plymouth Food Warehouse.

Nuclear Matters Committee – Selectman Muratore encouraged the public to attend the monthly meetings of the Nuclear Matters Committee, which meets on the 3rd Monday of each month at 7:00 p.m. in the PACTV conference room.

Southeastern Massachusetts Veterans Center for Business & Entrepreneurship – Selectman Brewster noted that she attended the grand opening of the Plymouth Area Chamber of Commerce's Southeastern Massachusetts Veterans Center for Business & Entrepreneurship, a program the Chamber has established to help veterans (and their family members) take advantage of existing career programs and business opportunities. Selectman Brewster encouraged local veterans to contact the Chamber of Commerce for more information.

Plymouth County Advisory Board – Chairman Hallisey reported that he attended the latest meeting of the Plymouth County Advisory Board, during which the committee productively addressed several topics, including a recent audit of the County's financial records.

OLD BUSINESS / LETTERS / NEW BUSINESS

Nuclear Safety & Regulation / Pilgrim Nuclear Power Station – Selectman Muratore made note of the information compiled by Selectman Brewster for the Board regarding nuclear power plants within the United States, and he inquired as to how the Board may wish to proceed with nuclear power-related advocacy at the Federal level.

Mr. Stankiewicz reported that it has been difficult for him and his staff to coordinate legislators for a group meeting on the subject of nuclear power safety and regulation. With regards to the aforementioned subject, as well as the relicensing of Pilgrim Nuclear Power Station, Mr. Stankiewicz recommended that the Board schedule an upcoming executive session to meet with its legal counsel on the matter.

Emergency Operations Center – Selectman Muratore inquired about the status of the new Emergency Operations Center ("EOC") at the Cedarville Fire Station. Mr.

Stankiewicz indicated that, though the new EOC is functionally operational, the Town would like to make sure that everything is working correctly prior to the official ribbon-cutting event.

ADJOURNMENT OF MEETING

On a motion by Selectman Harnais, seconded by Vice Chairman Mahoney, the Board voted to adjourn its meeting at approximately 10:40 p.m. Voted 5-0-0, approved.

Recorded by Tiffany Park, Clerk to the Board of Selectmen

A copy of the June 21, 2011 meeting packet is on file and available for public review in the Board of Selectmen's office.