

~ PLYMOUTH BOARD OF SELECTMEN ~

TUESDAY, MAY 13, 2014

TOWN HALL, MAYFLOWER ROOM

The Selectmen held a meeting on Tuesday, May 13, 2014 at 7:00 p.m. at Town Hall in the Mayflower Room.

Present: Mathew J. Muratore, outgoing Chairman
Kenneth A. Tavares, newly elected as Chairman
Anthony F. Provenzano Jr., newly elected as Vice Chairman
John T. Mahoney, Jr.
Sean P. Page

Melissa Arrighi, Town Manager
Michael Galla, Assistant Town Manager

CALL TO ORDER

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

SWEARING-IN CEREMONY: SELECTMEN

Town Clerk Laurence Pizer presided over the swearing-in ceremony for the recently-elected Selectmen, John T. Mahoney Jr. and Sean P. Page.

Selectman Mahoney and Selectman Page each took the opportunity to thank their respective families and supporters and briefly discuss any goals they have identified for the next three years of their terms.

POST-ELECTION REORGANIZATION OF THE BOARD

Chairman Muratore stated that it was his honor to serve as the Board's chairman for the past two years. He cited several accomplishments for which the Board should be proud, including the 1820 Courthouse / Municipal Center Project, the Curbside Solid Waste Program, the pursuit of a Healthy Communities Initiative, and the establishment of written, guiding principles on civil public discourse for the Town's elected boards, professional staff, and appointed committees. Chairman Muratore offered his opinion that members of elected boards should serve no more than two to three years as chairman, and, as such, he noted that he would step aside, to provide another member with the opportunity to serve as chairman.

Chairman Muratore made a motion to appoint Selectman Tavares as the Board's new chairman. Selectman Mahoney seconded the motion, and the Board voted 4-0-1 in favor (Selectman Tavares did not cast a vote).

Newly-elected Chairman Tavares took a moment to express his appreciation for the amount of work and sacrifice of personal time that Selectman Muratore invested as the Board's chairman.

On a nomination by Selectman Muratore, seconded by Selectman Page, the Board voted 4-0-1 to appoint Selectman Provenzano as its new Vice Chairman (Selectman Provenzano did not cast a vote).

Chairman Tavares asked that the Board issue a letter of thanks to former Selectman Belinda A. Brewster for her three years of service as an elected member of Plymouth's executive branch. The work of a Selectman, he said, requires a great deal of time, effort, and sacrifice that deserve sincere recognition.

TOWN MANAGER'S REPORT

Ninth Annual Department of Public Works Day – Town Manager Melissa Arrighi announced that the ninth annual Department of Public Works Day will be held at the Plymouth Public Library on Thursday, May 22, 2014 from 10:00 am. – 2:00 p.m. At the event, she said, the DPW will feature a display of public works equipment in the library parking lot, and, within the library, there will be a display of maps and materials illustrating the Town's public infrastructure. Ms. Arrighi noted that this fun and family-friendly event is free and open to the public.

Anaerobic Digestion Facility – Ms. Arrighi indicated that she, the Public Works Director, and the Finance Director are working to identify funds—through a grant or other alternative source of funding—that will allow the Town to issue a bid proposal to seek a company interested in building, maintaining, and operating an anaerobic digestion facility near the DPW facility on Camelot Drive. This type of facility, she explained, would be consistent with the Town's recent changes to its Municipal Solid Waste program (Pay-As-You-Throw / Curbside) and its efforts to reduce waste through environmentally innovative processes. Ms. Arrighi affirmed that she would update the Board on any progress related to this initiative.

1820 Courthouse / Municipal Center Project – Ms. Arrighi provided the Board with an update on progress related to the 1820 Courthouse / Municipal Center Project. During the week of May 6, 2014, she reported, the Town's Maintenance Department took measures to further secure the 1820 Courthouse building, including locking the main courtroom. In addition, the Town is installing a different alarm system and a new fire alarm system within the next week. Ms. Arrighi informed the Board that the Procurement Department has conducted two pre-bid meetings with fourteen potential Owner's Project Managers ("OPM's") for the 1820 Courthouse / Municipal Center Project, from which the Designer

Selection Board is expected to select an OPM by early June. On a related note, she added, the County Commissioners have confirmed that they will vacate the Commissioners' Building by August 8, 2014.

Southeastern Pine Barrens Alliance – Ms. Arrighi announced that the Southeaster Pine Barrens Alliance will sponsor a “Pine Fest” event on May 17, 2014 at the Charge Pond Camp Ground Pavilion in Myles Standish State Forest. The “Pine Fest,” she said, is a free, family-oriented event that will include activities such as kayaking, archery, food, and music to cultivate awareness about Plymouth’s distinctive, diverse, fragile and dynamic eco-region.

Electric Plug-In Day – Ms. Arrighi invited Plymouth resident Christopher Fava to speak about the Electric Plug-In Day event scheduled for September 20, 2014. Mr. Fava announced that, as part of National Drive Electric Week, he has organized a second annual Electric Plug-In Day event to educate the public about the benefits of electric cars and the public charging station located in the Russell Street public parking lot (across from the former Plymouth Police Station headquarters). He referred those interested in the event—which will take place from 1:00 p.m. to 5:00 p.m. at the Russell Street charging station on September 20, 2014—to visit Plymouth’s listing on www.driveelectricweek.org for more information.

LICENSES

SPECIAL FARMER-WINERY LICENSE FOR SALES AT FARMER’S MARKETS

On a motion by Vice Chairman Provenzano, seconded by Selectman Muratore, the Board voted to grant a Special Farmer-Winery License for the Sale of Wine at Farmers’ Markets to the following applicant, for the dates, times, locations, and conditions listed, below. Voted 5-0-0, approved.

- ❖ **Robert Russell / Westport Rivers, Inc.** (417 Hix Bridge Road, Westport) requested a Special License to Sell Bottled Wine at the Plymouth Farmers’ Market at Plimoth Plantation on Thursdays from 2:30 p.m. to 6:30 p.m. from June 5 – October 30, 2014. Conditions: All samples not to exceed 1 ounce and not more than 5 samples per person, to be consumed in the presence of the wine service representative.

ONE DAY WINE & MALT LIQUOR LICENSE*

On a motion by Selectman Muratore, seconded by Selectman Mahoney, the Board voted to grant a One Day Wine & Malt Liquor License to the following applicant, for the event listed below. Voted 5-0-0, approved.

- ❖ **Robin Nutter / Pilgrim Hall Museum** requested a One Day Wine & Malt License for a reception to be held at the Museum (57 Court Street) from 4:00 p.m. to 6:00 p.m. on May 29, 2014. Liquor liability will be in place before the license is released.

ADMINISTRATIVE NOTES

Meeting Minutes – On a motion by Selectman Muratore, seconded by Vice Chairman Provenzano, the Board voted to approve the minutes of the April 15, 2014 Selectmen’s meeting. Voted 4-0-1, approved, with an abstention from Selectman Page, who was not a member of the Board at the time of this particular meeting.

Allocation of Parking Fund Revenue to Transportation Center Project – The Board voted to allocate \$100,000 from the Town’s Parking Fund towards the Plymouth Transportation & Visitors Center project.

Increase of Fee for Storage, Manufacture, or Sale of Flammables – The Board voted to increase the license fee for the Storage, Manufacture, or Sale of Flammables, from a current fee of \$10 to a new fee of \$50, as recommended by the Town Clerk.

Exclusive Vending Rights for Plymouth 400, Inc. – The Board granted Exclusive Vending Rights to Plymouth 400, Inc. for the Forefathers’ Family Fun Day event to be held on August 2, 2014 at the National Monument to the Forefathers (70 Allerton Street).

PUBLIC COMMENT

Jeff Berger talked about the website that he operates, www.everythingstmaarten.com, which provides information regarding travel to St. Maarten. The number of visits to his website is approaching 4 million, he said, and, in honor of this milestone, he will be giving away free trips to St. Maarten. Mr. Berger encouraged residents to visit the website, noting his hope that someone from Plymouth will win one of the website’s giveaways.

James Brown addressed the Board on behalf of Plymouth’s firefighters regarding the Town’s election polling hours. Plymouth’s firefighters work a 24-hour shift, he explained, which conflicts with the Town’s polling schedule. Mr. Brown stated that the firefighters’ union spoke with the Town Manager and Town Clerk about changing the Town’s polling hours to 7:00 a.m. to 7:00 p.m. (from the current schedule of 8:00 a.m. to 8:00 p.m.), to allow Plymouth’s firefighters the opportunity to vote before or after their shifts.

Chairman Tavares requested that the Town Manager meet with the Town Clerk to determine if the request made by the firefighters’ union can be addressed. He asked that a recommendation be brought back to the Board by its June 3rd meeting.

Ms. Arrighi informed the Board that, when this issue was raised, last year, she and the Town Clerk looked into the possibility of changing the Town’s polling hours. It was determined, she said, that the Town would need additional funding to accommodate the firefighters’ request. Ms. Arrighi indicated that she would reissue the report that she provided to the Board, last year, in response to the firefighters’ request.

Mr. Brown indicated that the firefighters would be satisfied if they were allowed to cast absentee or hardship ballots, so that they do not cause any extra expense to the Town.

JULY 4TH PARADE & FIREWORKS EVENTS / JULY 4 PLYMOUTH, INC.

Chairman Tavares introduced a presentation from July 4 Plymouth, Inc., the group responsible for producing Plymouth's annual July 4th parade festivities and fireworks display. Present on behalf of July 4 Plymouth, Inc. were Zelda MacGregor, Julie O'Neil, and Chairman Tavares, who serves as a member of the organization. Chairman Tavares noted that July 4 Plymouth members Jeffrey Metcalfe and Mark Wells were unable to attend the meeting.

Ms. MacGregor announced that the theme of the 2014 July 4th Parade will be "The Star Spangled Banner," to celebrate the 200th anniversary of Francis Scott Key's penning of the National Anthem. The free concert in Pilgrim Memorial State Park will begin at 7:00 p.m., she said, and Atlas Fireworks will again provide the annual fireworks display, beginning promptly at dusk. Ms. MacGregor indicated that July 4 Plymouth must raise \$115,000 to produce both events, and, as such, donations are greatly needed. As part of the organization's efforts to meet its fundraising goal, she noted, July 4 Plymouth plans to hold a fundraiser on the evening of June 9, 2014 at The New World Tavern.

Julie O'Neil spoke about the upgrades that have been invested into July 4 Plymouth's website and the efforts that have been made to reach out to donors and volunteers through Facebook. Along with donations, she explained, the production of the parade depends heavily on volunteer assistance. Ms. O'Neil provided the organization's web and mailing addresses (www.july4plymouth.com and P.O. Box 1776, Plymouth, MA 02362), noting that donations can also be made through PayPal. There will be some modifications made to the setup/lineup of the parade this year, she noted, and those who will be marching in the parade are encouraged to carpool to the setup location at 430 Court Street (the former Stop & Shop Supermarket).

BENEFITS OF ROAD RACE EVENTS IN PLYMOUTH

Craig Brenner of Plymouth Rock Racing provided a presentation to the Board on the economic and social benefits that road racing events bring to Plymouth. Plymouth, he explained, has become a very popular location for cycling and running events, and, each year, the number of events—and participants in each event—continues to grow.

Mr. Brenner provided several statistics on the running events that have taken place in Plymouth, noting that the majority of participants are ages 24 to 44 years old—the demographic that is likely to spend the most money on local goods and services while visiting Plymouth for the racing event. It is estimated, he said, that there will be 40 road race events held in Plymouth during the year 2014, attracting anywhere from 10,000-12,000 participants. Mr. Brenner speculated that most—if not all—of the racing

participants and their accompanying family members or friends will spend money in Plymouth during the event—whether through renting a hotel room, purchasing supplies, or visiting a nearby restaurant.

In addition to the financial benefits that road race events provide for the local economy, Mr. Brenner indicated, there are social benefits that come from the volunteerism and philanthropy associated with such events. Mr. Brenner displayed the logos of several non-profits that have received proceeds from Plymouth-based road racing events, as most of the races, he said, are held with the purpose of raising funds for local charities.

Mr. Brenner reported that Plymouth's Town departments have been very cooperative in working with race event promoters. There are some cities and towns, he said, that are considering limits on the number of race events, because they do not have the resources to manage them. Mr. Brenner listed a number of ways by which Plymouth's racing events can be improved with regard to course planning (to prevent congestion), parking availability, and permitting. Despite these areas where event planning and permitting can be improved, he said, Plymouth is clearly ahead of other communities with regard to road racing events—hence the reason why the town is such a popular event location. Mr. Brenner recommended that the Town build upon its existing strengths to become an even more popular racing destination.

Seeing no questions from the Board, Chairman Tavares opened the meeting to public comment

Steve Lydon noted his support for the benefits that road race events bring to Plymouth, but he raised safety concerns about the course location of some of these events along narrow, curving, and high-traffic roads such as Bourne, Halfway Pond, and Long Pond Roads. Though there is a level of traffic nuisance that must be tolerated with community events, he said, there is a legitimate concern for the safety of both race participants and motorists when roadway width and sightline visibility are limited.

Chairman Tavares asked whether Town staff had met with race organizers to discuss planning and permitting procedures. Ms. Arrighi noted that staff held a meeting with race organizers, last year, from which improvements to the race permitting process were made.

FISCAL YEAR 2013 AUDIT REPORT

Lynne Barrett, Finance Director, introduced a presentation on Plymouth's Fiscal Year 2013 Financial Audit. Prior to turning the presentation over to the auditing firm of Powers & Sullivan, Ms. Barrett acknowledged the members of the Advisory & Finance Committee's Audit Subcommittee, who were in attendance at the meeting: Chris Merrill, Harry Salerno, and Marc Sirrico.

Ms. Barrett turned the presentation over to Craig Peacock of Powers & Sullivan, who provided a review of the following aspects of the annual audit:

- Management Letter
- Report on Examination of Basic Financial Statements
- Reports on Federal Awards Programs

Within his presentation, Mr. Peacock noted that Plymouth just received a new bond rating of AA+. The improvement to the Town's rating, he explained, is affirmation that the Town is managing its finances in a responsible manner.

Mr. Peacock discussed new accounting regulations that have been implemented within the last year, to establish consistency between state and federal laws. He explained the primary aspects of the Town's accounting records upon which the audit focuses and reported upon the results of the review. The audit's Management Letter is always intended to be critical in nature, he noted; though it does not recognize the positive achievements and improvements made by the Town, there are no significant issues or deficiencies with regard to Plymouth's financial procedures. Mr. Peacock informed the Board that the Town's collections are strong, and its receipts are better than anticipated. Plymouth's various enterprise funds are operating as designed, and the establishment of an Other Post Employment Benefits ("OPEB") is always viewed as a positive measure.

Mr. Peacock responded to comments and questions from the Selectmen regarding the Town's decision to create an Internal Auditor Position; the way by which the Town's bond rating is determined; and the recommendations outlined within the Management Letter. At the close of the discussion, the Selectmen appeared to be pleased that the corrective improvements outlined within the Management Letter were relatively minor and simple to remedy.

GENERAL DISCUSSION ON MUNICIPAL FINANCE

Ms. Arrighi noted that, at a previous meeting of the Board, some members of the Board posed questions regarding to the way by which municipalities can utilize dedicated sources of revenue.

Selectman Mahoney indicated that the Town expects to receive an influx of tax revenue of approximately \$400,000, following the Board's recent vote to waive its right of first refusal on several parcels classified under Chapter 61. Considering the magnitude of these Chapter 61 conversion tax payments, he questioned how the funds will be allocated.

Finance Director Lynne Barrett provided the Board with an explanation of the process related to Chapter 61 tax-status conversions. Once the Board of Selectmen votes to decline its right of first refusal on the property/properties, she said, the Assessor's Office conducts a roll-back calculation of the taxes that would have been paid on the property, if it was not designated under Chapter 61 exemption status. The Assessor's Office then generates a bill to the property owner for the roll-back amount, which must be paid within 30 days.

Ms. Barrett noted that the property owner has the right to appeal the valuation of the roll-back calculation, as does any taxpayer, but most, she said, pay the bill within the 30 day time period. The Town, she said, anticipates that the tax payment for the conversion of these particular Chapter 61 parcels will be made within the current fiscal year. Once received, Ms. Barrett indicated, the funds will be allocated to the General Fund and calculated as Free Cash. Town Meeting determines the use of the Town's Free Cash. Typically, Ms. Barrett explained, the Finance Department recommends the use of Free Cash for one-time expenses or deposits into stabilization funds.

IMPROVEMENTS TO PARKING IN WHITE HORSE BEACH AREA

Assistant Town Manager Michael Galla discussed changes to parking regulations on Taylor Avenue, in the White Horse Beach area. Identified by the White Horse Beach Parking Committee as a short-term resolution to parking challenges, he said, the proposed legalization of parking on the west side of Taylor Avenue between Short Street and Hilltop Avenue will improve upon and codify current parking practices, to allow the Town the ability to enforce parking regulations.

Mr. Galla displayed a map of Taylor Avenue to illustrate the location of parking signage, crosswalks, and the area where parking will be allowed. He showed examples of the signage that will be posted, noting that parking will be adequately distanced from existing crosswalks, for safety purposes. The Town, he noted, can legally establish and enforce tow-away zones to address parking violations.

Chairman Tavares opened the discussion to public comment.

Linda Evans, chairman of the Manomet Village Steering Committee, stated her belief that the changes proposed for Taylor Avenue are a great first step towards improving the parking challenges in the White Horse Beach area. These changes, she said, will help to improve safety along Taylor Avenue. Ms. Evans thanked the Town for establishing tow-away zones, to deter parking violations when the prospect of a \$15 parking ticket is not enough of a discouragement.

Following supportive comments from the Board, Vice Chairman Provenzano made a motion to amend the section of the *Town of Plymouth 1954 Traffic Rules and Orders* pertaining to Taylor Avenue, as requested and presented by staff. Selectman Muratore seconded the motion, and the Board voted 5-0-0 in favor. *[The specific text of the amendment is outlined on Pages 9-10.]*

The Traffic Rules and Orders, Town of Plymouth Approved of 1954 and subsequent Amendments thereto, shall be and are hereby further amended as follows:

1. The removal of the following description from Parking, Article V, Section 19, Prohibited on Certain Streets:

Taylor Avenue Easterly side, 70 feet northerly from Bartlett Brook Bridge 09/24/1968

Taylor Avenue	Westerly side from White Horse Rd. to a point 40 feet southerly of Hilltop Ave.	10/11/1978
Taylor Avenue	Easterly side from White Horse Rd. to Point Rd., excepting there from 61 feet in front of the Bri-Di-Mar Beach Lodge	10/11/1978*
Taylor Avenue	West side to Avenue B	09/21/1954
Taylor Avenue	To shore	09/21/1954

2. The addition of the following description into Parking, Article V, Section 19, Prohibited on Certain Streets:

Taylor Avenue	Easterly side, from Manomet Point Rd to White Horse Rd.	05/13/2014
Taylor Avenue	Westerly side, from White Horse Rd to a point 80 feet northerly of Short St.	05/13/2014

OLD BUSINESS / LETTERS / NEW BUSINESS

Recognition of Staff – Selectman Muratore took a moment to recognize the Selectmen’s Assistant, Tiffany Park, for her assistance during his tenure as Chairman.

Litter at Highway Interchanges – Chairman Tavares stated his observation that the highway interchanges at Route 3 are riddled with litter. He asked that staff send a letter to Plymouth’s legislative delegation to request their assistance with facilitating the cleaning of these important entrances to town.

ADJOURNMENT OF MEETING

On a motion by Vice Chairman Provenzano, seconded by Selectman Mahoney, the Board voted to adjourn its meeting at approximately 8:55 p.m. Voted 5-0-0, approved.

Recorded by Tiffany Park, Clerk to the Board of Selectmen

A copy of the May 13, 2014 meeting packet is on file and available for public review in the Board of Selectmen’s Office.