

# ~ PLYMOUTH BOARD OF SELECTMEN ~

TUESDAY, NOVEMBER 13, 2012

TOWN HALL MAYFLOWER ROOM

The Selectmen held a meeting on Tuesday, November 13, 2012 at 6:00 p.m. at Town Hall in the Mayflower Room.

Present: Mathew J. Muratore, Chairman  
John T. Mahoney, Jr., Vice Chairman [arrived 6:17 p.m.]  
Belinda A. Brewster  
Kenneth A. Tavares

Melissa Arrighi, Town Manager

Absent: Selectman Sergio O. Harnais

## **CALL TO ORDER**

Chairman Muratore called the meeting to order at 6:10 p.m.

## **EXECUTIVE SESSION**

The Board voted to enter executive session pursuant to Massachusetts General Laws, Chapter 30A, Section 21, Paragraph 6, to consider the purchase, exchange, lease, or value of real property, as an open meeting on this matter may have a detrimental effect on the negotiating position of the body. By roll call: Tavares – yes, Brewster – yes, and Muratore – yes.

Chairman Muratore noted that, following executive session, the Board would reconvene in open session.

## **RETURN TO OPEN SESSION**

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

## **TOWN MANAGER'S REPORT**

**American Medical Response / Community Outreach** – Town Manager Melissa Arrighi indicated that she met with Mary Ellen Fletcher, Regional Director for American Medical Response (“AMR”), to discuss the company’s desire to expand the community outreach component of its services to the Town. AMR, she said, is the company that provides ambulance service for the Town of Plymouth. Ms. Arrighi reported that she and the Town’s

Department Heads have discussed AMR's offer, and the group identified the following areas where such outreach could be helpful to the Town: welfare checks, the collection of discarded hypodermic needles, veterans' assistance, and CPR training for staff.

**Solid Waste Forum** – Ms. Arrighi noted that the Forum on Solid Waste, originally scheduled for November 8, 2012, was cancelled due to weather conditions and a power outage at Plymouth North High School. Though it was disappointing to have to make the decision to cancel the event, she said, staff anticipates that the forum will be rescheduled for November 26, 2012 from 6:00 to 9:00 p.m. at Town Hall.

**Town-Wide Clean-Up** – Ms. Arrighi thanked the Town's Planning Technician, Patrick Farah, for organizing and facilitating yet another Town-wide litter clean-up on Saturday, November 3, 2012.

**Parking Garage** – Ms. Arrighi reported that the Town is moving forward with assisting the Plymouth Growth & Development Corporation ("PGDC") and Greater Attleboro-Taunton Regional Transit Authority ("GATRA") with the bid for the design phase of the proposal to site a parking garage behind Memorial Hall. At this time, she said, staff has met with representatives from the PGDC to discuss the details and logistics of the bid, and it is anticipated that the finalized bid documents should be ready for release in December.

**General Priority Issues for Winter 2012-2013** – Ms. Arrighi listed a number of priorities upon which she will be working during the winter months, including the search for an Assistant Town Manager, negotiations with Entergy (Pilgrim Nuclear Power Station), the bid for the 1820 Courthouse redevelopment project, contract negotiations with labor groups, the 2013 Spring Annual Town Meeting, and the FY2014 budget.

## **COMMITTEE LIAISON / DESIGNEE UPDATES**

**Eagle Scout Court of Honor** – Selectman Tavares noted that he attended an Eagle Scout Court of Honor on November 10, 2012 to recognize Alex Corben for the trail improvement project that he facilitated for the Wildlands Trust of Southeastern Massachusetts. The project, he explained, included the clearing of five miles of trails, the installation of benches, the construction of a footbridge, and the creation of improved signage and trail maps for hikers

**New England Collegiate Baseball League** – Chairman Muratore noted that he, Denis Hanks (Plymouth Area Chamber of Commerce), and Barry DeBlasio (Town Recreation Director) held a meeting with the New England Collegiate Baseball League ("NECBL") to discuss the League's proposal to establish a Plymouth team. The Town, he said, will continue to work with NECBL to identify the availability of the Town's athletic fields.

**Veterans' Day Parade** – Chairman Muratore thanked Veterans Director Roxanne Whitbeck and her staff for organizing another successful Veterans' Day Parade.

**Election Day** – Chairman Muratore acknowledged the Town Clerk, his staff, and the Town’s pollworkers for the effort they invested in facilitating the November 6<sup>th</sup> election. This year’s election produced the Town’s highest voter turnout, he explained, and the Clerk’s Office was successful in managing the significant turnout with few issues.

## **PUBLIC COMMENT**

Chairman Muratore opened the meeting to public comment. No citizens came forth to address the Board.

## **LICENSES**

### **ONE DAY ALL ALCOHOL LIQUOR LICENSE\***

On a motion by Selectman Tavares, seconded by Selectman Brewster, the Board voted to grant a One Day All Alcohol Liquor License to the following applicant, as detailed, below. Voted 4-0-0, approved.

- ❖ **Plymouth Lodge A.F. & A.M. / Douglas O’Roak** requested a One Day All Alcohol Liquor License for an annual cigar dinner to be held at the Masonic Lodge (116 South Meadow Road) from 5.00 p.m. to 11:00 p.m. on December 8, 2012. Liquor liability will be in place before the licenses are released.

\*One Day liquor licenses shall automatically cover the day before and the day after the event for the purpose of proper delivery, storage and disposal of alcoholic beverages purchased.

## **POLE PETITIONS**

On a motion by Selectman Brewster, seconded by Vice Chairman Mahoney, the Board voted to grant the following Pole Petition to NSTAR and Verizon, as detailed, below. Voted 4-0-0, approved.

- ❖ **NSTAR/Verizon Petition 1900914** – One petition covering the installation of one pole on Nicks Rock Road in Plymouth. Installation is necessary to accommodate a new customer at 61C Nicks Rock Road.

On a motion by Selectman Tavares, seconded by Selectman Brewster, the Board voted to grant the following Pole Petition to NSTAR and Verizon, as detailed, below. Voted 4-0-0, approved.

- ❖ **NSTAR/Verizon Petition 1878701** – One petition covering the relocation of one pole on Standish Avenue in Plymouth. This pole relocation is necessary to accommodate a new driveway at 77 Standish Avenue.

## **ADMINISTRATIVE NOTES**

**Meeting Minutes** – The Board approved the minutes of the August 14, August 23, and August 24, 2012 Selectmen’s meetings.

**Purchase & Sale for 350-Acre Parcel (Fall Town Meeting Article 16C)** – The Board approved and executed a *Purchase & Sale Agreement* pursuant to Article 16C of the 2012 Fall Annual Town Meeting for several parcels of land containing a total of 350 acres, more or less, located off Old Sandwich Road, shown on the “2012 ANR Plan” (but not yet recorded with the Plymouth Registry of Deeds) as a 74-acre parcel designated as Map 62, Lot 1B, a 233.45-acre parcel shown as Map 62, Lot 1-18, a 19.47 acre parcel shown as Saltatrix Realty Trust, and a 21.92-acre registered parcel shown as Pegasus Realty Trust.

**Center Hill Preserve Conservation Restriction** – The Board approved and executed an amendment to the *Center Hill Preserve Conservation Restriction* (Article 10 of the 2006 Spring Special Town Meeting). *[Note: This amendment, which has been approved by Counsel as well as all other involved parties, resolves a driveway encroachment issue.]*

## **OLD BUSINESS / LETTERS / NEW BUSINESS**

The Board offered no comments on old business, letters, or new business.

## **DISCUSSION ON FY2014 BUDGET**

Ms. Arrighi presented the Board with the guidelines that staff will utilize when developing the Fiscal Year 2014 Town Budget.

### Revenue Estimates:

1. State Aid estimated at 2013 figures
2. Local Receipts projected to Increase 3%
3. New Growth estimated at \$730,000, approximately equating to \$52 million in value
4. Tax Levy to be increased by 2%, equating to estimated \$2 million increase
5. Entergy Tax Agreement not yet determined (Pilgrim Nuclear Power Station)

### Expenditure Estimates:

1. Increase of 6% in Pension Obligation (normally 8%, but this year, 2% will be directed into the Other Post Employment Benefits Trust Fund)
2. Decrease of 5% in Utilities
3. Increase to Snow & Ice Budget of \$25,000
4. Overall increase to Member Benefits of 2%
5. Decrease to Member Insurance due to ERR and MHCR
6. Debt expense budgeted for all projects authorized

Ms. Arrighi explained that, based on the revenue and expenditure estimates (outlined above), she has asked the Town's Department Heads to prepare a level-funded departmental budget, with the exception of settled contractual increases and scheduled step increases. Cost of Living Adjustments ("COLA's"), she noted, will not be included for positions covered by as-of-yet unsettled labor union contracts. Any other contractual increases, she said, will be considered on a case-by-case basis.

Ms. Arrighi listed a number of Capital Outlay projects that have been proposed for FY2014. Several of the projects, she noted, are related to the planning of the Town's 400<sup>th</sup> Anniversary in 2020.

#### Capital Projects – Department of Public Works

1. Relocation of 1,200 feet of Sewer Interceptor
2. Replacement of 6-inch Jacket Water Main
3. Renovation of Burial Hill
4. Reconstruction of Downtown Drainage
5. Rehabilitation of Sidewalk
6. Replacement of Town Brook Footbridge
7. Replacement of Sidewalk at Training Green

#### Capital Projects – Department of Marine & Environmental Affairs

1. Reconstruction of T-Wharf and associated dredging
2. Removal of Holmes Dam and associated park improvements
3. Repair and upgrade of Town Pier
4. Replacement of gangways and floats at pier
5. Rehabilitation of Stephens Field
6. Rehabilitation of Jenney Pond Park

#### Other Potential Requests for Capital Improvements

1. 1820 Courthouse
2. Memorial Hall Parking Garage
3. Funding for 400<sup>th</sup> Anniversary
4. Title research on 1,000 Acres site
5. Funding for Healthy Communities Initiative

Ms. Arrighi explained that she and staff are working towards building a budget that is as level-funded as possible, in the interest of retaining staff and core Town services. She and the Town's Finance Director have chosen to level-fund State Aid, as State receipts have been lower than initially projected. The Town, she explained, has made a number of cuts to staff and services over the years, to offset the growing expense of the Town's fixed costs (e.g. health insurance benefits, fuel and utilities), but such cuts have a direct impact upon service delivery.

The Board discussed the budget guidelines, as presented by the Town Manager.

Selectman Tavares expressed his concerns about a number of major issues—and associated expenses—that are converging upon the Town’s budget in the coming years, namely the 400<sup>th</sup> Anniversary, the new high school, the new senior center, and the maintenance of the Town’s aging public facilities. The Town, he said, must continue to investigate ways to expand its commercial tax base and plan its budgets with a long-term perspective, in order to adequately maintain staffing levels and services. Tourism is the Town’s biggest industry, and, therefore, Plymouth must invest in projects and initiatives that will support and expand this economic engine. Selectman Tavares noted that the Schools receive the majority share of the Town’s budget, and, thus, the Town must maintain a close dialogue with them, to ensure that services are balanced.

Selectman Brewster noted the recent increase in the Town’s tax rate due to the expense for the new high school and senior center. Though staff has brought forth a number of worthy projects, she said, the current economy does not afford Plymouth’s taxpayers the ability to bear the added expense. Selectman Brewster reiterated her position that “Free Cash” is not free to the taxpayers, and she urged staff to keep Town expenditures at a critical minimum. She agreed with Selectman Tavares that the Town must find ways to bring business to Plymouth and increase its commercial tax base, to offset the tax burden on homeowners.

Vice Chairman Mahoney stated that he would not support any cuts to the Town’s current staffing levels. In the case of the Department of Public Works, he noted, the workforce has struggled in recent years at levels below what they were in the 1980’s (when the Town’s population and development expense were nearly half of what they are, today). Vice Chairman Mahoney asserted his concern about the effect that the impending closure of the Pilgrim Nuclear Power Station will have upon the Town when the facility ceases to operate in approximately 20 years. The Town, he said, must begin planning for this significant drop in revenue, immediately.

In response to inquiries from the Board, Ms. Arrighi discussed the challenges that she and staff will face while developing the budget. The Town-side of the budget is approximately \$32 million, she explained, with salaries constituting approximately \$27 million of the overall budget. The remaining \$5 million consists of a number of fixed expenses and services—such as veterans’ benefits, legal services, postage, and maintenance of all of the Town’s facilities—that are simply unavoidable. Ms. Arrighi explained that, using conservative projections, there is little wiggle-room to reduce the budget without reducing personnel. For example, if cuts are made to Library staffing, it will affect the Library’s accreditation; if cuts are made to the Fire Department, fire stations will not be fully staffed; if cuts are made to the Finance Department, financial transactions and revenue collections will not be completed in a timely manner. Ms. Arrighi pointed out that the Town has the ability to increase its levy capacity, but the Board has made it known that it does not wish to pursue such a measure. With regard to projects, she said, staff investigates every possible way to fund such initiatives with grants, to avoid delaying projects that may become more costly, if deferred.

Chairman Muratore talked about the Consolidation Committee’s work towards identifying service efficiencies and planning for the Town’s future needs. The Town must be resolute,

he said, in pursuing new ways to do business in the face of dwindling State Aid, Federal Aid, and the impending loss of revenue from Entergy / Pilgrim Station.

At the close of the discussion, Selectman Tavares made a motion to support the budget guidelines presented by the Town Manager. Vice Chairman Mahoney seconded the motion, and the Board voted 4-0-0 in favor.

### **PUBLIC HEARING: TRANSFER OF PACKAGE STORE LICENSE**

FROM: CATORIMA, INC. D/B/A PILGRIM WINE & SPIRITS, 35 HOME DEPOT DRIVE

TO: PLYMOUTH LIQUORS, INC. D/B/A LIQUOR 'N MORE, 35 HOME DEPOT DRIVE

Chairman Muratore opened a public hearing to consider an application for the Transfer of an All Alcohol Package Store License from Catorima, Inc. d/b/a Pilgrim Wine & Spirits, 35 Home Depot Drive to Plymouth Liquors, Inc. d/b/a Liquor 'N More, 35 Home Depot Drive. Chairman Muratore read a description of the premises and affirmed that notice of the hearing was given to the public in accordance with Chapter 138 of the Massachusetts General Laws.

Paul Covelle addressed the Board on behalf of Plymouth Liquors, Inc. to explain that the members of the corporation, whom he said have a great deal of experience in the liquor sales industry, intend to acquire the package store location at 35 Home Depot Drive.

Seeing no questions or comments from the Board, Chairman Muratore opened the hearing to public comment. No citizens came forth, and, thus, Chairman Muratore closed the hearing to await a motion of the Board.

On a motion by Selectman Tavares, seconded by Selectman Brewster, the Board voted to approve the Transfer of an All Alcohol Package Store License from Catorima, Inc. d/b/a Pilgrim Wine & Spirits, 35 Home Depot Drive to Plymouth Liquors, Inc. d/b/a Liquor 'N More, 35 Home Depot Drive. Voted 4-0-0, approved.

### **PUBLIC HEARING: AQUACULTURE LICENSE**

DONALD WILKINSON

Chairman Muratore opened a public hearing to consider the application for renewal of an Aquaculture License granted to Donald A. Wilkinson of 3 Whiting Street, Plymouth, Massachusetts for an area situated in Plymouth Harbor described by the coordinates listed below. Chairman Muratore affirmed that notice of the hearing was given to the public in accordance with Chapter 130 of the Massachusetts General Laws.

1. N41° 59 44.31, W070° 40 33.28
2. N41° 59 46.82, W070° 40 30.04
3. N41° 59 40.37, W070° 40 27.52
4. N41° 59 39.31, W070° 40 29.91

Plymouth's Harbormaster, Chad Hunter, introduced the three hearings that had been scheduled before the Board to consider the renewal of existing aquaculture licenses. Mr. Hunter affirmed that he had reviewed the applications and determined that all three (Donald Wilkinson, Michael Withington, and Sean Withington) met the criteria for renewal. The three licensees, he said, are the Town's unofficial pioneers of Plymouth's commercial aquaculture initiative, and, thus far, they are producing a great-tasting oyster.

Following some brief questions and comments from the Board, Chairman Muratore opened the hearing to public comment. Seeing none, he closed the hearing to await a motion of the Board.

On a motion by Selectman Tavares, seconded by Vice Chairman Mahoney, the Board voted to approve the renewal of an Aquaculture License held by Donald A. Wilkinson of 3 Whiting Street, as detailed in the application for renewal. Voted 4-0-0, approved. *[Note: the assigned term to the renewal of this license was ten years, from January 1, 2012 through December 31, 2022.]*

## **PUBLIC HEARING: AQUACULTURE LICENSE**

MICHAEL WITHINGTON

Chairman Muratore opened a public hearing to consider the application for renewal of an Aquaculture License granted to Michael Withington of 76 Forge Drive, Plymouth, Massachusetts for an area situated in Plymouth Harbor described by the coordinates listed below. Chairman Muratore affirmed that notice of the hearing was given to the public in accordance with Chapter 130 of the Massachusetts General Laws.

1. N41° 59 40.79, W070° 40 37.83
2. N41° 59 37.62, W070° 40 33.72
3. N41° 59 38.93, W070° 40 30.76
4. N41° 59 43.75, W070° 40 34.01

Michael Withington thanked the Board for the opportunity to participate in the Town's commercial aquaculture initiative, and he acknowledged the work done by Mr. Hunter to facilitate the program.

Seeing no further questions or comments from the Board, Chairman Muratore opened the hearing to public comment. No citizens came forth, and, thus, Chairman Muratore closed the hearing to await a motion of the Board.

On a motion by Selectman Tavares, seconded by Vice Chairman Mahoney, the Board voted to approve the renewal of an Aquaculture License held by Michael Withington of 76 Forge Drive, as detailed in the application for renewal. Voted 3-0-1, approved, with an abstention from Selectman Brewster. *[Note: the assigned term to the renewal of this license was ten years, from January 1, 2012 through December 31, 2022.]*



## **PUBLIC HEARING: AQUACULTURE LICENSE**

SEAN WITHINGTON

Chairman Muratore opened a public hearing to consider the application for renewal of an Aquaculture License granted to Sean Withington of 1 Massasoit Street, Plymouth, Massachusetts for an area situated in Plymouth Harbor described by the coordinates listed below. Chairman Muratore affirmed that notice of the hearing was given to the public in accordance with Chapter 130 of the Massachusetts General Laws.

1. N41° 59 35.33, W070° 40 38.88
2. N41° 59 36.52, W070° 40 43.34
3. N41° 59 40.79, W070° 40 37.83
4. N41° 59 37.23, W070° 40 35.00

Chairman Muratore opened the hearing to public comment. No citizens came forth, and, thus, Chairman Muratore closed the hearing to await a motion of the Board.

On a motion by Selectman Tavares, seconded by Vice Chairman Mahoney, the Board voted to approve the renewal of an Aquaculture License held by Sean Withington of 1 Massasoit Street, as detailed in the application for renewal. Voted 3-0-1, approved, with an abstention from Selectman Brewster. *[Note: the assigned term to the renewal of this license was ten years, from January 1, 2012 through December 31, 2022.]*

## **UPDATE ON HEALTHY COMMUNITIES INITIATIVE**

Chairman Muratore introduced a discussion on the Healthy Communities Initiative, a program spearheaded by Jordan Hospital to encourage the development of local infrastructure and programs that support healthier lifestyles. Jordan Hospital, in partnership with the Town, recently held a Healthy Communities Summit to discuss accomplishments and plan future initiatives, he said.

Jordan Hospital CEO Peter Holden thanked Chairman Muratore, Lee Hartmann (Planning Director), and Jonathan Beder (DPW Director) for their leadership role in facilitating the initiative for the Town of Plymouth. Mr. Holden talked about the guiding principles behind the initiative and the ways by which the encouraging of healthier lifestyles will reduce healthcare costs. Lastly, Mr. Holden summarized the discussions that took place during the recent Healthy Communities Summit and listed the accomplishments that have been made by the partnership, thus far.

Valerie Massard, Senior Planner in the Town's Office of Planning & Development, provided a presentation on her department's work to improve pedestrian access and wayfinding in Plymouth. Along with David LaPointe of the consulting firm Beals & Thomas, Ms. Massard talked about the connections between tourism and pedestrian flow between the Town's attractions. Plymouth, she said, attracts nearly 1 million visitors each year who engage in a variety of activities, from sightseeing and shopping to biking, hiking, and boating. As such,

the Planning Department and Department of Public Works (“DPW”) strive to develop, and attain funding for, projects that make the Town’s downtown/waterfront district as pedestrian-friendly as possible. Ms. Massard displayed maps to illustrate the pedestrian and biking connections that span the entire town.

Mr. LaPointe of Beals & Thomas resumed presentation with a detailed explanation of the Non-Motorized Transportation Plan that his firm was asked to create for Plymouth. Downtown Plymouth, he said, has all the ingredients of a great downtown, yet when visitors come to the district, they do not appear to be aware of the scope of attractions nearby. Following the review of a number of previous studies, Mr LaPointe said, it was determined that Plymouth needs an improved pedestrian wayfinding system to move tourists between the waterfront and Main / Court Streets.

Mr. LaPointe showed photographic examples of the Town’s current signage and offered recommendations on how pedestrian wayfinding signage can be enhanced. He illustrated the ways by which the visual and scalable consistency of improved signage can create a cohesive, informative, and effective means of moving pedestrians throughout the downtown/waterfront district.

Lee Hartmann, Director of Planning & Development, expressed his support of the recommendations outlined in the Beals & Thomas report.

Following some brief, supportive comments from the Board at the close of the presentation, Ms. Arrighi noted that the Town has applied for a MassWorks grant to fund a number of infrastructural improvements within the downtown/waterfront district, in preparation for the Town’s 400<sup>th</sup> Anniversary. These projects, she said, are consistent with much of the recommendations generated by the Healthy Communities Initiative.

## **UPDATE ON SEWER MASTER PLAN**

Jonathan Beder, Director of Public Works, provided the Board with an update on the Town’s Sewer Master Plan (“SMP”). Mr. Beder acknowledged staff members Shiela Sgarzi, Gary Frizzell, Lee Hartmann, Valerie Massard, and David Gould for their collaborative work on the SMP.

The three main objectives of the SMP, Mr. Beder explained, are economic, environmental, and systemic in nature. The Town, he said, must have a sewer system that is self-sustaining, consistent with environmental policies, and capable of utilizing the full capacity of its wastewater treatment facility (“WWTF”). Mr. Beder indicated that the current system serves approximately 3,000 lots, yet the WWTF is only operating at half capacity.

Mr. Beder indentified the following areas to which he the Town could expand its sewer infrastructure:

- Sandwich Street

- Warren Avenue
- Camelot Industrial Park
- Plimoth Plantation
- Plymouth South School Complex
- Samoset Street and Route 44 area
- Jordan Road / Russell Mills Road
- Manomet

Mr. Beder discussed the way by which financial factors and the physical flow of the sewer system influenced the decisions made within the SMP. The Route 44 industrial area and the Jordan Road/Russell Mills Road/Plymouth South School Complex zone, he said, is recommended as the first sewer expansion phase, followed by Warren Avenue/Plimoth Plantation, Camelot Park, and Sandwich Street, respectively. Mr. Beder then outlined the proposed timeline and funding plan for each expansion phase.

Mr. Beder discussed the next steps necessary to move forth with the SMP, including the need to update the Town's existing sewer system maps and create a computerized sewer modeling system. The Town, he said, must consider imposing a sewer betterment program in order to supplement the funding necessary to undertake the project.

Mr. Beder responded to questions and comments from the Board pertaining to the various phases of the 10-15 year proposed expansion project. The Route 44 area, he said, will be broken into two phases, to accommodate both the residential and industrial zones. As the system is expanded to more and more users, he said, sewer rates are anticipated to decrease or, at the least, level off.

At the close of the presentation and discussion, Ms. Arrighi noted that the Town's Finance Director, Lynne Barrett, is working upon the ways by which the proposed betterment program would factor into the funding of the expansion.

## **ADJOURNMENT OF MEETING**

On a motion by Selectman Brewster, seconded by Vice Chairman Mahoney, the Board voted to adjourn its meeting at approximately 9:10 p.m. Voted 4-0-0, approved.

*Recorded by Tiffany Park, Clerk to the Board of Selectmen*

*A copy of the November 13, 2012 meeting packet is on file and available for public review in the Board of Selectmen's office.*