

# ~ PLYMOUTH BOARD OF SELECTMEN ~

**TUESDAY, JANUARY 22, 2013**

TOWN HALL MAYFLOWER ROOM

The Selectmen held a meeting on Tuesday, January 22, 2013 at 6:00 p.m. at Town Hall in the Mayflower Room.

Present: Mathew J. Muratore, Chairman  
John T. Mahoney, Jr., Vice Chairman  
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 6:00 p.m. and led the Pledge of Allegiance.

## **TOWN MANAGER'S REPORT**

**Burial Hill / National Register of Historic Places** – Town Manager Melissa Arrighi informed the Board that the Massachusetts Historical Commission will consider Burial Hill for nomination to the National Register of Historic Places on March 20, 2013. Such designation, she explained, will provide the Town with the ability to apply for certain types of grants to preserve the ancient burial ground. Ms. Arrighi noted that Planning Director Lee Hartmann will attend the March 20<sup>th</sup> hearing on behalf of the Town.

**Call for Volunteers at New Senior Center** – Ms. Arrighi informed the public that the Council on Aging seeks volunteer kitchen assistance for the new Senior Center.

**Agreement with Plymouth Growth & Development Corporation** – Ms. Arrighi indicated that she recently met with members of the Plymouth Growth & Development Corporation (“PGDC”) to review and update the PGDC’s Memorandum of Agreement with the Town. A presentation will be provided when the agreement is complete.

## **FY2014 BUDGET DISCUSSION**

Chairman Muratore resumed a discussion on the FY2014 Budget, following the original presentation provided in joint session to the Selectmen, School Committee, and Advisory

& Finance Committee on January 8, 2013. Rather than approving the budget at first glance on January 8<sup>th</sup>, he said, the Board took an opportunity to thoroughly review the budget and prepare questions.

This year's budget, Chairman Muratore continued, has little room for reduction, leaving the Board and management staff with few choices but to think creatively and seek alternatives to the typical approach towards revenue growth and service provision. Chairman Muratore acknowledged that taxes on the average single family home may potentially increase an average of \$200 each year. It should be noted, however, that Plymouth is in much better financial condition than many other communities in the Commonwealth, he said.

Ms. Arrighi provided the Board with an explanation of those areas within the budget where she may be able to make further reductions. There is very little room, she explained, to adjust the budget related to debt and fixed costs, while 85% percent of the entire budget is related to salaries. Ms. Arrighi referenced a number of proposed fee increases, revenue-generating measures, and cost avoidance strategies that the Town could employ to offset expenditures. Based on the recommendations made by the Board during the January 8, 2013 meeting, Ms. Arrighi indicated that she was able to identify approximately \$200,000 in possible reductions to the proposed FY2014 budget.

Lynne Barrett, Finance Director, provided the Board with a PowerPoint presentation on the updates that the Town Manager made to the FY2014 budget. Ms. Barrett started her presentation with a definition of Available Funds (a.k.a. "Free Cash") and an explanation of the way by which those funds should be utilized. According to Department of Revenue ("DOR") standards, communities should strive to generate free cash in an amount equal to 3-to-5 percent of its annual budget, so that the following year begins with a positive balance. DOR, Ms. Barrett said, recommends the use of free cash to fund one-time expenditures, a capital purpose, or to replenish other reserves, as opposed to operational expenses. The existence and availability of Free Cash, she added, is recognized as a significant factor in sustaining a strong credit rating.

Ms. Barrett reported that DOR certified Plymouth's free cash at \$4.8 million. She provided the Board with a list of the surplus funds that resulted in the Free Cash and the reasons why the surpluses occurred. Ms. Barrett then outlined the way by which the Town Manager proposed the use of the certified Free Cash:

- Set aside \$1 million as the first of an annual allocation into the "Nuclear Plant Mitigation Fund"
- Utilize \$725,000 for Article 8 (Departmental Equipment)
- Set aside and save 10%
- Use remaining available funds for Capital project funding during the Capital Outlay Expenditure ranking process, or other items

Ms. Barrett displayed charts and graphs to illustrate the internal and external factors—e.g. State Aid, unanticipated permitting fees and excise taxes, budget surpluses, etc.—that may

affect whether a municipality is left with Free Cash at the end of a budgetary cycle. During this portion of her presentation, Ms. Barrett reported that the Town has not received a Payment-In-Lieu-Of-Taxes (“PILOT”) for the Plymouth County Correctional Facility since the jail was assumed by the State. Following some discussion initiated by this information, the Board decided (by apparent consensus) to discuss this matter further within executive session at a later date.

Ms. Barrett provided information related to the annual process of estimating the revenue that the Town will collect through local receipts, noting that the gap between Plymouth’s projected and actual revenues is closing, each year. The Town’s Finance Department, she said, makes a concerted effort to project the revenue anticipated from local receipts conservatively, in an effort to retain some earnings and prevent potential deficits. Ms. Barrett informed the Board that Plymouth’s annual Free Cash retention has consistently remained within DOR’s recommended range of 3-5% of the Town’s entire budget. For 2012, she reported, Plymouth’s Free Cash was 3.03% of its entire budget. Ms. Barrett then provided a brief comparison of Plymouth’s standings relative to Free Cash retention with other Massachusetts communities.

Ms. Barrett offered a list of other budget considerations:

- Debt Service – Though interest rates are at an all time low, the Town must budget at the current coupon rate of 4%; it is likely, however, that the Town will receive lower bids on debt service, and, therefore, any budget overage/savings can be adjusted during the Fall Town Meeting.
- Snow & Ice – The Town has a projected Snow & Ice Budget deficit of approximately \$685,000, which must be raised on the recap the following year.
- Abatements & Exemptions – The allowance for abatements and exemptions is \$1 million
- State & County Charges – The Town has increased its estimation of State & County charges/fees from 5% to \$6.8 million, but if the actual figure comes in higher, it will have to be adjusted on the recap.
- Tax Rate Effect – Every \$100,000 of Town budget expense equates to a penny on the tax rate.

Ms. Barrett indicated that the Town Manager has recommended a total FY2014 budget of \$167,628,212, which represents a reduction of \$201,090 from the original recommendation provided to the Board on January 8, 2013. This recommendation represents an approximate increase of \$224 to the annual tax bill on the average home (valued at \$300,298).

Ms. Barrett then provided the budgets proposed for the Town’s enterprise funds:

- Airport – \$2,698,315
- Sewer – \$4,495,512
- Water – \$3,052,374
- Solid Waste – to be determined

The Board offered questions and comments regarding the FY2014 budget presentation.

Selectman Tavares talked about the difficulty of cutting the budget when there is little leeway to adjust the Town's fixed costs, debt service, and salaries (which are tied directly to service provision). Plymouth's constituents, he observed, do not appear to have a strong desire to cut, reduce the quality of, or eliminate the Town and School services to which they are typically accustomed. Selectman Tavares pointed to the challenges of estimating State Aid within the budget, because the State operates on a differing budget cycle than cities and towns.

Selectman Brewster offered her assessment that the FY2014 Budget was well developed and devoid of excesses, but she expressed concern that the tax bill on the average home has increased nearly \$1,000 since 2008. She asked staff to project the Town's budget more closely to its expenses, to reduce the surplus of Free Cash and, thus, ease the burden on taxpayers. Selectman Brewster offered a number of suggestions on how the Town might better manage its expenses and outsource some of its services, and she advocated for evaluation of certain employee benefit practices that are financially unsustainable and inconsistent with that of the private sector.

Ms. Arrighi talked about the budget projection process and the challenge of predicting the Town's actual revenues and expenditures. As the Town Manager, she said, she and the Finance Director must build a budget on what is known and what can be reasonably anticipated. Ms. Arrighi pointed out that the Finance Director takes a very conservative approach to revenue estimates, to maintain the strength of the Town's financial position and prevent deficits.

Ms. Barrett responded to a number of questions and suggestions from Chairman Muratore. Regarding the creation of an enterprise fund for the crematory, Ms. Barrett explained that Massachusetts law prevents the use of enterprise funds for cemetery operations. In relation to the use of Free Cash, Ms. Barrett indicated that the Town can set aside Free Cash for mitigation funds, but not for enterprise funds. The State, Ms. Barrett said, does not provide the Town with Aid figures until July, and, though the Town has tried to move Town Meeting later to adjust to the State's schedule, the delay has ultimately created more problems for the Town.

Chairman Muratore turned the conversation to health insurance expenses and the potential for enacting a hiring freeze. Ms. Barrett explained that the health insurance costs outlined in the budget represent premiums, not actual claim expenses. Though the Town's employee premiums did not increase for a period of three years, Ms. Barrett said, actual claim expenses have increased, and, thus, staff is tracking and evaluating the claim trends to determine if budgetary adjustments are necessary during the Fall Town Meeting. Ms. Arrighi explained that, as an alternative to enacting a hiring freeze, she has utilized various strategies when positions have become available—i.e. cross training and job sharing—in an attempt to mitigate the loss without immediately filling the position, wherever possible.

Gary Maestas, Superintendent of Schools, spoke to the Board about the strategies that he and his staff have employed to address budgetary challenges, from personnel audits at each

school to the reassignment of positions to different departments and levels. The School Department, he noted, did not hire any new educational staff last year or this year, despite the opening of a brand new high school. Superintendent Maestas described the School Department's approach to the budget building process and the challenge of satisfying a number of unfunded mandates handed down by the State and Federal governments.

Chairman Muratore opened the discussion on the FY2014 Budget to public comment. No citizens came forth.

Vice Chairman Mahoney made a motion to approve the FY2014 Budget, as presented by the Town Manager and Finance Director. Selectman Tavares seconded the motion.

Selectman Brewster asked the Finance Director to address the Town's liabilities associated with Other Post Employment Benefits ("OPEB"). Ms. Barrett noted that the Town has attempted to make some headway in recent years by designating funds toward OPEB liability, but, at this time, there are no funding mechanisms in place to provide a recurring allocation. There is, however, an established plan to address pension liability by 2028, Ms. Barrett reported, and, once complete, the allocation used to mitigate pension liability can be shifted to OPEB.

Vice Chairman Mahoney remarked that Plymouth's population has grown to 56,000 while Town staffing levels remain close to where they existed in 1997. With Plymouth's population projected to hit 80,000 in 2030 and the Pilgrim Nuclear Power Plant expected to close within the next 10-15 years, he speculated, it will be nearly impossible for the Town to sustain services without significant tax increases.

Chairman Muratore stated his belief that the Board must put pressure on Plymouth's State and Federal legislators to alleviate the operational burdens that have placed on communities via unfunded mandates. In addition, he said, the Town must continue to identify and employ business-friendly initiatives that will attract a larger commercial tax base. Chairman Muratore pointed out that 85% of the Town's budget is directly related to salaries, and while he does not advocate for changing the benefits of current employees, he encourages staff to look into reducing benefits for future employees. He thanked the staff and various boards associated with developing and reviewing the budget for their work.

At the close of discussion, the Board voted 4-0-0 in favor of Vice Chairman Mahoney's motion to approve the FY2014 Budget at \$167,628,212, as presented by the Town Manager and Finance Director.

## **COMMITTEE LIAISON / DESIGNEE UPDATES**

Following a brief recess, Chairman Muratore reconvened the meeting at 7:55 p.m.

**School Safety Forum** – Selectman Brewster reported that she attended the School Safety Forum held at Plymouth North High School on January 17, 2013. The measures that

Plymouth has taken to improve and reinforce its safety procedures is impressive, she said, and parents should know that their children are as safe as they can be in Plymouth's schools.

Selectman Tavares noted that he, too, attended the event, and he was also very impressed with the safety procedures that are in place to protect Plymouth's students.

**Martin Luther King Day Breakfast** – Chairman Muratore noted that he and Selectman Brewster attended the Martin Luther King Day Breakfast at Plymouth South High School on January 21, 2013. He thanked the No Place for Hate Committee for sponsoring the annual event.

## **PUBLIC COMMENT**

Harry Shamir, a member of Congregation Beth Jacob, discussed an initiative that he and the Beth Jacob Brotherhood are launching in Plymouth (and elsewhere) on January 15<sup>th</sup> to reduce the amount of violence and killing in video games. The proliferation of violence in a medium that is intended to entertain, he said, implants the idea in young minds that killing is a fun and acceptable social action. In the light of school tragedies at Columbine and Sandy Hook, Mr. Shamir explained, he and his colleagues aspire to reduce violence by challenging the apathetic attitude towards the presentation of killing as a pleasurable pastime. He expressed his hope that Plymouth's citizens and elected leaders will support the initiative.

## **LICENSES**

### **ONE DAY WINE AND MALT LIQUOR LICENSE\***

On a motion by Selectman Tavares, seconded by Selectman Brewster, the Board granted a One Day Wine & Malt License to the following applicant, as detailed below. Voted 4-0-0, approved.

- ❖ **Michelle Riley / MAR Promotions** (701 Matthew Court, Braintree) requested a One Day Wine & Malt Liquor License for a mixed martial arts event to be held from 6:00 p.m. to 12:00 a.m. at Memorial Hall on January 26, 2013. Liquor liability will be in place before the license is 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.

## **ADMINISTRATIVE NOTES**

**Meeting Minutes** – The Board approved the minutes of the November 13, 2012 Selectmen's meeting.

**Shellfish Constables** – The Board appointed the following individuals as Shellfish Constables, pursuant to M.G.L. Chapter 130 Section 98, for three-year terms effective January 1, 2013 through December 31, 2015:

- David Gould, Director Marine & Environmental Affairs
- Chad Hunter, Harbormaster
- Robert Bechtold, Assistant Harbormaster
- Richard Furtado, Assistant Harbormaster
- Kerin McCall, Environmental Technician

## **COMMITTEE APPOINTMENTS – UNCONTESTED SEATS**

On a motion by Selectman Brewster, seconded by Vice Chairman Mahoney, the Board appointed the following citizens to Town committees/boards/commissions, as detailed, below. Voted 4-0-0, approved.

### **PLYMOUTH CENTER STEERING: 1 SEAT AVAILABLE, 1 APPLICANT**

- Craig Sander      30 Middle Street      New Applicant      Term exp. 6/30/2013

### **PLYMOUTH GROWTH & DEVELOPMENT: 2 SEATS AVAILABLE, 2 APPLICANTS**

- Charles Bletzer      23 Carver Road      Incumbent      Term exp. 12/3/2017
- Leighton Price      570 Mast Road      Incumbent      Term exp. 12/3/2017

### **SAVE MONEY & RECYCLE TRASH: 4 SEATS AVAILABLE, 1 APPLICANT**

- Stewart Sanders      9 Aberdeen      New Applicant      Term exp. 6/30/2015

## **COMMITTEE INTERVIEWS & APPOINTMENTS – CONTESTED SEATS**

### **COUNCIL ON AGING**

Chairman Muratore indicated that the Board would consider the appointment of two (2) citizens to the Council on Aging, for terms effective January 23, 2013 through June 30, 2014. There were four (4) original applicants (one since withdrawn – see below):

- William Balint      6 Persistence Cove      New Applicant
- ~~Ann Hieser      48 Champlain Circle      New Applicant~~      \*Withdrawn, 1/22/13
- Sarah McColgan      50 Nightingale Rd., #4      New Applicant
- Debra Zona      22 Fox Road      New Applicant

Chairman Muratore invited each of the three remaining candidates, one-by-one, to interview before the Board. William Balint did not appear for the interview. Ms. McColgan and Ms. Zona were given the opportunity to introduce themselves and to answer questions posed by the Board.

Following the conclusion of the interview process, Chairman Muratore read the names of the applicants and asked the members of the Board to cast votes for the candidates they wished to appoint. By unanimous vote (4-0-0), the Board chose to appoint Sarah McColgan and Debra Zona to the Council in Aging, for terms effective January 23, 2013 through June 30, 2014.

## **UPDATE ON DAM RESTORATION AND REMOVAL PROJECTS**

David Gould, Director of the Department of Marine & Environmental Affairs (“DMEA”), provided the Board with an update on the Town’s dam restoration and removal projects.

### **WELLINGSLEY BROOK**

Mr. Gould provided the Board with photographs and a brief history on the reasons behind the need to restore the flow of Wellingsley Brook. Some years ago, he recounted, a number of neighbors raised concerns about impediments that were found on a portion of the brook that runs over private property. Mr. Gould explained that he was able to reach an agreement with the private property owner to allow the Town—with funding from a number of State, Federal, and local grant sources—to remove three dams and restore passage for “salter” brook trout. Within a month of completing the project, he noted, staff observed a number of salter trout upstream.

### **OFF BILLINGTON STREET DAM**

Mr. Gould was pleased to report that the Off Billington Street Dam is finally scheduled for removal during the Summer of 2013. Approximately \$1.4 million in grant funding has been raised to undertake the project, he said, which will restore anadromous fish passage along Town Brook while providing the residents of Off-Billington Street with improved roadway access and new water/sewer service lines to their homes.

### **PLYMCO DAM AND SITE REMEDIATION**

Mr. Gould announced that the Town just received its historic permits to remove and restore the former Plymco industrial complex located on Billington Street. Situated over Town Brook and recently acquired with funds from the Community Preservation Act, the property will be cleared of its abandoned structures and contaminated soils and eventually restored as open space. Mr. Gould explained that this multi-phase project, slated to begin



in March 2013, will restore natural fish passage along the brook, improve the health and safety of the neighborhood, and leave the site clean for future restoration work.

### **HOLMES DAM / NEWFIELD STREET**

Mr. Gould noted that the Holmes Dam, located along Town Brook in downtown Plymouth, just west of the skateboard park and basketball courts at Newfield Street, is the Town's only high-hazard dam. Because of this status, he said, an emergency action plan is in place, in the event that the dam fails. Sediment, he explained, has naturally built up at the dam impoundment and likely retains contaminants, for which UMASS Boston graduate students will soon be conducting evaluation. Mr. Gould explained the costs associated with regularly inspecting and maintaining the Town's dams, and he displayed photos of a deteriorated steel structure within the Holmes Dam that was recently replaced (for safety reasons).

Going forward, Mr. Gould said, the DMEA will be seeking funds for the removal of the Plymco dam, as well as conducting outreach regarding the potential removal of the Holmes Dam. The water level behind the Plymco dam has been lowered to alleviate as much pressure as possible on the compromised structure, he reported. Mr. Gould indicated that, because the Holmes Dam and Newfield Street culvert repair projects are interconnected, staff will pursue funding for both projects.

Mr. Gould responded to some brief questions from the Board regarding the projects. In response to an inquiry from Vice Chairman Mahoney, Mr. Gould explained that the only other high-hazard dam in Plymouth (aside from the Holmes Dam) is one located off State Road in Manomet, on property that is owned by the Commonwealth. The Town's Emergency Management Director has maintained communication with the State about that particular structure, Mr. Gould noted.

Mr. Gould briefly talked about the Town's other low-hazard dams that will be maintained—mainly for historic and/or aesthetic purposes—at Jenney Pond/Jenney Grist Mill, Store Pond, and Russell Mills Pond. In response to questions from Vice Chairman Mahoney, Mr. Gould talked about the Town's initial plans to utilize the sediment from the dam removal projects for the capping of the South Street Transfer Station—which would have been a mutually beneficial solution and significant cost savings for the Town.

At the close of discussion on the Town's dam removal and restoration projects, Mr. Gould responded to questions from Selectman Brewster regarding the legal challenge to the Town's Beach Management Plan. Mr. Gould indicated that a hearing will be held on February 5, 2013 to determine whether the two cases that have been brought forth—one under the Wetlands Act and one under the Endangered Species "no take" provision—will be consolidated into one case. Plymouth, he said, has the most comprehensive Beach Management Plan within the State, and, thus, the legal rulings on these matters will have significant ramifications not only for Plymouth's beach but for all public coastal beaches within Massachusetts.

## PUBLIC HEARING: SERVICE FEES AND RATES

Chairman Muratore opened hearing to consider proposed changes to several of the Town’s fees and rates for Fiscal Year 2014, including, but not limited to, the following services: Collection/Municipal Lien Certificates, Cemetery/Perpetual Care, Recreation/Field Use, Residential Burning Permits, Beach Parking Stickers, and Off-Road (4x4) Beach Parking Stickers.

Ms. Arrighi explained that, as part of the budget development process, department heads were asked to look at those services where modest fee increases would be warranted, e.g. fees that have not been raised in a number of years, fees that are incompatible with actual cost-of-service, and fees that are inconsistent with the rates charged by surrounding communities.

The Board reviewed the list of proposed fee increases (outlined, below).

Department/Division	Service	Current Fee	Proposed FY14 Increased Fee
DPW / Recreation	Plymouth Youth League	\$5/participant	\$8/participant
DPW / Recreation	For profit league rentals	\$20/hour	\$25/hour <sup>1</sup>
DPW / Recreation	Seasonal Beach Sticker	\$15	\$20 <sup>2</sup>
DPW / Recreation	Senior Seasonal Beach Sticker	\$5	\$10
DPW / Cemetery	Single grave lot sale	\$600	\$700
DPW / Cemetery	Non-resident single grave fee	\$600 <sup>3</sup>	\$1000
DPW / Cemetery	Headstone foundation	\$100/sqft	\$150/sqft
DPW / Cemetery	Pre-need cremation vouchers	0	\$250
Marine & Environmental Affairs	Long Beach 4 x beach sticker	\$40	\$43 <sup>4</sup>
Marine & Environmental Affairs	Senior Long Beach 4 x 4 Sticker	\$20	\$33 <sup>5</sup>
Inspectional Services/Building	Commercial Zoning Permit	\$25	\$30
Inspectional Services/Building	Sheet metal Residential	New Permit/fee	\$20.00

<sup>1</sup> Proposed fee is half of what the school charges for rental.

<sup>2</sup> Currently we charge \$15 for a regular and \$5 for a senior. 2623 regular and 2124 senior beach stickers were sold this past season for total annual revenue of \$49,955. To provide lifeguards, parking attendants, supervisors and their expenses it costs the recreation dept approximately \$211,000. This cost does not include the cost of what it takes the T/C office staff to sell the sticker. The daily parking for Morton & Fresh Pond also helps cover these expenses and that amount averages \$55,000/year. Therefore the revenue generated in total of \$104,955 barely covers ½ of our expenses. This should be increased over a 3 year period to get it up to a level where we can cover our expenses: Year 2014 – increase by \$5 to \$10 and \$20; increase by another \$5 to \$15 and \$25 in 2015 and in 2016 increase another \$5 to \$20 and \$30.

<sup>3</sup> Currently the Town does not collect a nonresident fee.

<sup>4</sup> The Department of Marine & Environmental Affairs proposes a staggered increase in fees from \$40 - \$50 over next three years, for the Long Beach 4 x 4 beach sticker.

<sup>5</sup> The Department of Marine & Environmental Affairs proposes a staggered increase in fees from \$20 - \$38 over next three years, for the Senior Long Beach 4 x 4 beach sticker.

Inspectional Services/Building	Sheet Metal Commercial	New Permit	0.5% building permit fee min \$50.00
Inspectional Services/Building	Insulation only residential	New Permit	\$25.00
Inspectional Services/Building	Late fee Annual Certification	0	\$25.00
Inspectional Services/Building	Work without permit	\$500	Up to double the fee
Inspectional Services/ Building Weights & Measures	Scale over 10,000 lbs	\$200.00	\$250.00
Inspectional Services/ Building Weights & Measures	Scale 100-5,000lbs	\$75.00	\$100
Inspectional Services/ Building Weights & Measures	Scale 0 – 99lbs	\$30	\$35
Inspectional Services/ Building Weights & Measures	Apothecary scale	\$25	\$50
Inspectional Services/ Building Weights & Measures	Lubricant meter	\$25	\$50
Inspectional Services/ Building Weights & Measures	Fuel pump gas	\$30	\$40
Inspectional Services/ Building Weights & Measures	Adjust meter	\$15	\$35
Inspectional Services/ Building Weights & Measures	Oil delivery truck	\$100	\$150
Inspectional Services/ Building Weights & Measures	Bulk oil storage	\$100	\$200
Inspectional Services/ Building Weights & Measures	Scanner/price verification	\$75	\$100
Fire	Residential Open Air Burning Permits	\$25	\$50

Ms. Arrighi responded to questions and comments from the Selectmen regarding the list of proposed increases. With regard to the proposed fee increase for the use of the Town’s recreation fields by Plymouth-based youth recreation leagues and by for-profit leagues, Ms. Arrighi explained that the current fee of \$5 per participant for Plymouth’s youth leagues has not changed in at least eight years. The Town’s Recreation Director, she noted, can conduct outreach with these groups to assess the potential impact of the proposed fee increases, if the Board wishes to direct staff to do so. The fee increases for profit-based leagues, Ms. Arrighi indicated, would apply to adult leagues and groups such as New England Collegiate Baseball League (“NECBL”).

In response to questions regarding the fees associated with cemetery services, Ms. Arrighi indicated that the perpetual care rates for grave lots have not changed for nearly a decade. The DPW, she said, has also proposed the idea of selling pre-need cremation vouchers, similar to the Postal Service’s “Forever” stamp.

Discussion turned to fees for the seasonal beach parking and off-road-vehicle (“ORV”) stickers. On a motion by Selectman Brewster, seconded by Selectman Tavares, the Board

voted to increase the FY2014 daily parking fee for Morton Park to \$25. Voted 4-0-0, approved.

Selectman Brewster stated her preference that the Plymouth Long Beach ORV (4x4) sticker be raised from \$40 to \$45, based on the fact that Plymouth's fee is amongst the lowest of the State's coastal communities. The senior ORV fee, she proposed, should only be increased to \$30.

In response to a question from Selectman Brewster, Ms. Arrighi indicated that the Fire Chief has asked for an increase to the cost of Residential Burning Permits from the current rate of \$25 to a new rate of \$50. The Chief, Ms. Arrighi explained, has seen the number of requests for these permits increase dramatically in recent years, and, therefore, he feels the increase is justified.

Chairman Muratore asked the Board if it wished to consider all of the fee increases for Inspectional/Building Department services at once, since no questions had been posed regarding the proposed changes.

On a motion by Selectman Brewster, seconded by Selectman Tavares, the Board approved fee increases to a number of Inspectional/Building Department services, as brought forth by the Director of Inspectional Services (as listed on pages 10-11), effective for FY2014. Voted 4-0-0, approved.

There was no motion made to increase the fee associated with the use of the Town's recreation fields by Plymouth's youth recreation leagues.

Selectman Brewster made a motion to increase the fee associated with the use of the Town's recreation fields by for-profit groups, from the current rate of \$20/hour to a new rate of \$25/hour. Selectman Tavares seconded the motion for discussion and inquired why the Town does not charge the same fee to for-profit leagues as the School Department does (which is \$50/hour). Ms. Arrighi stated that the Town could certainly do so, but this would be a relatively significant increase, based on the Town's current rates. The Board then voted 1-3-0, with Chairman Muratore, Selectman Brewster, and Selectman Tavares voting in opposition. The motion failed.

Selectman Tavares made a motion to increase the fee associated with the use of the Town's recreation fields by for-profit groups, from the current rate of \$20/hour to a new rate of \$50/hour. There was no second.

Selectman Brewster made a motion to increase the fee associated with the use of the Town's recreation fields by for-profit groups, from the current rate of \$20/hour to a new rate of \$40/hour. Selectman Tavares seconded the motion, and the Board voted 2-2-0, with Chairman Muratore and Vice Chairman Mahoney voting in opposition. The motion failed.

Vice Chairman Mahoney made a motion to increase the Seasonal Beach Sticker from a current rate of \$15 to a new rate of \$20. Selectman Brewster seconded the motion, and the

Board voted 2-2-0, with Chairman Muratore and Selectman Tavares voting in opposition. The motion failed.

Vice Chairman Mahoney made a motion to increase the Senior Seasonal Beach Sticker from a current rate of \$5 to a new rate of \$10. There was no second.

Vice Chairman Mahoney made a motion to increase the fee for a Single Grave Lot from a current rate of \$600 to a new rate of \$700. Selectman Brewster seconded the motion for discussion but asked if the Board could be provided with more information on the proposed cemetery fees, prior to rendering a decision. Selectman Tavares concurred with Selectman Brewster's request. Vice Chairman Mahoney subsequently withdrew his motion.

On a motion by Selectman Tavares, seconded by Selectman Brewster, the Board voted to table its decision on the fee increases proposed for cemetery and crematory services. Voted 4-0-0, approved.

There was no motion made to increase the fee for Long Beach ORV (4x4) pass or the Senior Long Beach ORV (4x4) pass.

There was no motion made to increase the fee associated with Residential Burning Permits.

## **2013 SPRING ANNUAL TOWN MEETING ARTICLES**

### **ARTICLE 20**

**To see if the Town will vote to amend general bylaw, Chapter 38, Capital Improvements”, as recommended by the Capital Outlay Expenditure Committee, or take any other action relative thereto.**

#### **BOARD OF SELECTMEN**

Pamela Hagler, Procurement Officer, presented Article 20 on behalf of the Capital Outlay Expenditure Committee (“COEC”). Ms. Hagler provided a brief history on the formation of the COEC and explained that its purpose is to review and prioritize the list of capital projects brought forth for funding each year, based on the criteria defined in the Capital Improvement Bylaw. The prioritized list, she explained, is submitted to the Town Manager with an explanation of the rationale behind the rankings voted upon by the committee. The Town Manager then utilizes the COEC's prioritized list as a guide when building the Town's annual budget.

In December of 2012, Ms. Hagler reported, the current membership of the COEC met to review the Capital Improvement Bylaw, to assess whether or not any edits or changes were warranted. From that meeting, she said, the COEC voted to recommend the following modifications to the bylaw:

- Changing the name of the committee to Capital Improvements Committee, to provide a more meaningful name
- Eliminating the restriction of members from serving in other appointive positions (as new appointees have been forced to relinquish their service on other committees, despite the lack of any apparent conflict)
- Deletion of the language relating to the term lengths established in the 1990's
- Reduction of the Capital Outlay review threshold back to \$15,000
- Inclusion of a 10-20 year plan for large projects with a cost of \$2.5 million or higher
- Submission of capital requests by November 1<sup>st</sup>, rather than October 1<sup>st</sup>
- Emergencies to be funded at times other than the Spring ATM will be processed the same as ATM requests and shall be evaluated in relation to the existing Capital Improvement Plan

Ms. Hagler provided an explanation of the justification behind each of the committee's recommendations. In particular, she reported, the committee felt strongly about returning the threshold for the Capital Outlay process back to the original limit of \$15,000. The members of the COEC, she said, believe that the decision made by the 2011 Fall Town Meeting to raise the threshold from \$15,000 to \$50,000 was not based on a sound understanding of the purpose of the Capital Outlay process.

The Board briefly discussed the proposed changes to the Capital Improvement Bylaw outlined in Article 20. In response to an inquiry from Selectman Tavares, Ms. Arrighi acknowledged the logic behind wanting to maintain the threshold for the Capital Outlay process at the Department of Revenue's standard of \$15,000, but she noted her surprise that the COEC did not object further when the \$50,000 threshold was proposed to the 2011 Fall Town Meeting by the Consolidation Committee.

Ms. Hagler sought to explain the way by which the change in threshold from \$15,000 to \$50,000 has affected the Capital Outlay ranking process. In response to Ms. Arrighi's surprise at the COEC's post-Town-Meeting objection to the change, Ms. Hagler noted that the COEC was not consulted before the Consolidation Committee brought the proposal to Town Meeting.

Selectman Tavares made a motion to recommend to Town Meeting the changes proposed by the Capital Outlay Expenditure Committee via Article 20, with the exception of the request to return the Capital Outlay threshold to \$15,000. Selectman Brewster seconded the motion, and the Board voted 3-1-0 in favor. Vice Chairman Mahoney cast the opposing vote.

### **ARTICLE 3**

**To see what action the Town will take under the provisions of G.L. c.44, §53E 1/2 regarding the establishment, annual re-authorization or renewal as the case may be of revolving funds, or take any other action relative thereto.**

#### **BOARD OF SELECTMEN**

Ms. Arrighi explained that Article 3 represents the complete listing of the Town's revolving funds to be authorized by Town Meeting. For each revolving fund, she explained, Town Meeting must authorize an annual spending amount. Ms. Arrighi referenced a memorandum from the Finance Director in which the proposed spending amount is detailed for each fund.

On a motion by Vice Chairman Mahoney, seconded by Selectman Brewster, the Board voted to recommend Article 3 to the 2013 Annual Town Meeting. Voted 4-0-0, approved.

### **ARTICLE 4**

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

#### **BOARD OF SELECTMEN**

Ms. Arrighi explained that Article 4 is the annual article designated for the formation, reformation, organization, continuation, or discharge of existing committees created by vote of Town Meeting. The two committees scheduled for review this year, she said, are the Plymouth Center Steering Committee and the Cedarville Steering Committee. Ms. Arrighi affirmed that both committees are recommended for continuation until the 2016 Annual Town Meeting

On a motion by Selectman Tavares, seconded by Vice Chairman Mahoney, the Board voted to recommend Article 4 to the 2013 Annual Town Meeting. Voted 4-0-0, approved.

### **SPECIAL ARTICLE 9**

**To see if the Town will vote to transfer the amount of \$27,156.00 from the Receipts Reserved for Insurance Recovery Account to the Town's Reserve Fund pursuant to G. L. c. 40, §6, to replace the funds authorized by the Advisory and Finance Committee to be transferred from said Reserve Fund for payment of the unforeseen cost of purchase of a police vehicle.**

#### **BOARD OF SELECTMEN**

Ms. Arrighi reported that Special Article 9 requests a transfer of money from the Insurance Proceeds Reserve Fund for the replacement of a totaled police cruiser. Once approved, she stated, the Town will be reimbursed for the expense through its insurance carrier.

On a motion by Vice Chairman Mahoney, seconded by Selectman Brewster, the Board voted to recommend Article 9 to the 2013 Special Town Meeting. Voted 4-0-0, approved.

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

**Flagpole at Memorial Hall** – Selectman Tavares expressed concern about the condition of the flagpole at Memorial Hall. The flag, he noted, has been missing for quite a while, but it is his understanding that the cell phone company that installed the cell tower within the pole is to be responsible for the maintenance of the flag and the pole. Selectman Tavares expressed his hope that the flag will be replaced by Memorial Day.

**Senior Tax Credit Programs** – Selectman Tavares referenced a Senior Tax Credit program administered by the Town of Sudbury that was featured in a recent edition of the Mass Municipal Association's monthly publication. He briefly described the program and inquired if Plymouth's Board of Assessors could look into whether such a program would benefit Plymouth's seniors.

Ms. Arrighi noted that Plymouth has a popular and well-publicized Senior Tax Credit Program that is administered jointly through the Human Resources Department and Assessors Office.

**Feasibility of Nuclear Emergency Evacuation Plan** – Selectman Tavares stated his belief that the Board must have a serious discussion about the feasibility of the Nuclear Emergency Evacuation Plan, in the event of an accident or disaster at Pilgrim Nuclear Power Station. The Boston Globe, he said, recently featured an article about the plan, in relation to the viability of safely evacuating Cape Cod residents. Selectman Tavares offered a recommendation that the Board hold a meeting with Plymouth's State and Federal legislators to discuss this matter in March or April.

Selectman Brewster concurred, noting that the Massachusetts Emergency Management Agency ("MEMA") should be involved in any discussion about the feasibility of the plan.

**Committee to Address Homelessness** – Chairman Muratore inquired if there are (or were) any Town committees that would evaluate and work upon problems involving homelessness in Plymouth, as he feels that this would be a valuable endeavor. Ms. Arrighi reported that, at one point, there was a taskforce comprised of Town officials that would meet to discuss the issue, but it has been some time since they have convened. Selectman Tavares noted that Connie Melahoures of the Taskforce for the Homeless does regular assessments and inventories of the homeless population in Plymouth.

**Designee to Meet with County Commissioners Regarding South Street** – Chairman Muratore noted that, following the January 17, 2013 meeting of the Selectmen and the County Commissioners, it was decided that each authority would designate a representative to work further on the matter of capping the South Street Landfill.

On a motion by Vice Chairman Mahoney, seconded by Selectman Brewster, the Board voted 4-0-0 to designate Chairman Muratore as the Board of Selectmen's designee on matters related to the South Street Landfill.



## **ADJOURNMENT OF MEETING**

On a motion by Selectman Tavares, seconded by Selectman Brewster, the Board voted to adjourn its meeting at approximately 9:40 p.m. Voted 4-0-0, approved.

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

*A copy of the January 22, 2013 meeting packet is on file and available for public review in the Board of Selectmen's office.*