**PLYMPTON TOWN PROPERTIES COMMITTEE**

Minutes March 10, 2021, 6:00 PM

MEMBERS PRESENT: Nancy Butler, Ross MacPherson, Colleen Thompson, John Traynor,

Jon Wilhelmsen (Chair)

GUESTS PRESENT: Police Chief Matt Clancy, Mark Russo,

NOTES: This meeting was conducted on a Zoom meeting platform with members participating from their homes. Members and guest will be referred to by their initials in the minutes.

ACTION ITEMS: **In bold print**

1. OPENING – JW opened the meeting at 6:00 p.m. by reading the Governor’s orders of 3/12 & 15/20 which allow this Zoom meeting as a temporary change to Open Meeting Law during the COVID-19 shut-down. The meeting will be recorded to provide public access.
2. Police Department Concerns, Presented by Police Chief Clancy (PCC) – The new police station is a great improvement over the previous station but there are still a few issues.
3. A secure impound lot with camera oversight is crucial to store recovered stolen vehicles or those that have been involved in an accident. It is legally necessary to maintain a clear/clean chain of custody. This lot must accommodate two vehicles.
4. Sally port storage is insufficient and possibly dangerous. The SP currently holds the ATV with trailer, the motorcycle, the radar machine with trailer, a stack of tires, miscellaneous tools, and maintenance items. A sign machine will be added soon. This is too much for an area meant for the safe and secure transferring of prisoners from a vehicle to the station.
5. PCC will submit a $10-12k warrant article for a new high-roof Codex cube to be located next to the sally port and will include secure fencing.
6. PCC is working with Paul Goyette to build a small overhead mezzanine at the back of the sally port. This will increase storage and get items off the floor.
7. Evidence storage could become a problem. Massachusetts law requires that all evidence from a conviction must be retained for the entire time of the person’s incarceration.

Discussion: PCC was asked if the extra storage and impound lot needs to be at the police station. Could it be elsewhere in town or even in another town? PCC responded that most evidence and the impounded vehicles should be at the station. It is possible that some long-term evidence could be stored off campus, but it would need to be a secure facility with climate control, alarms, and a camera system. Other storage could be elsewhere as long as it is easily accessible 24/7. JW suggested that the Conex box would work for the present but that we need to create a medium-long term solution. Perhaps a garage near the police station that matches the building design.

1. Building moisture issues. The summer humidity created too much moisture in the building. Some items, such as lockers, are already beginning to show rust.

Discussion: This possible concern was raised by RM when the HVAC system was designed. It is likely that the HVAC system is oversized for the building needs. The AC cools the building so quickly that the humidity is not removed. Additionally, it takes a couple of years to get the new construction moisture out of the building and let the system balance out. A dehumidifier added to the HVAC system or deployment of smaller units should alleviate the problem. The building, including the HVAC system, was designed to allow for an addition on the back side of the building when and if the need arises.

1. Sight line issues with driveway and retaining wall.

Discussion: This has been somewhat offset by the installation of a flashing warning sign on Palmer Road and the installation of a traffic mirror. JW noted that this issue is known and will be part of the redesign plan for the center campus.

THE CHIEF EXITED THE MEETING AT 6:25

1. FIRE STATION – JW shared pictures that clearly illuminate the tight fit for the vehicles. In order to access the far side of the vehicles, you need to exit the building and re-enter on the other side. They definitely need another bay very soon.

Discussion: RM met with Fire Chief Silva to investigate options for increasing fire station vehicle space. He also sent FCS the building program space needs that had been provided by Context for the police station. RM asked FCS to redline the things not needed – such as a workout facility and other bells and whistles. There are several options: adding an attached bay on the library side, extending the back of the building by 12’, building a garage-type building elsewhere on the campus or building a new fire station. The idea of extending the front of the building was discarded since it would mean replacing doors and supporting structures but could still leave supporting columns in the way. **RM will continue to work on narrowing the options when he receives more on the program needs from FCS.** It appears that a new building will be less expensive and more useful in the long run. That said, extending the rear of the building is likely a better long-term solution than adding a side bay. Adding the bay is the quick short-term solution but might not look as nice. We also need to consider the whole campus plan and the aesthetics. We don’t want another unattractive trailer-like solution. JT asked about how either change would affect the need for a sprinkler system. FCS is still looking into this. If a Morton-style building is used, it could possibly be moved but we shouldn’t count on that.

Bottom Line: We need something short-term for the fire department vehicles. We are at the point where we need help with design, location, and FD program requirements. The extra bay will be used long term – either by the fire department, COA vehicles or other town storage – and it will need to be useful and good looking. It would be nice to know whether we could put it behind the police station without creating an issue for future use of the “new” lot. If or when a fire station is built, that building could become the multi-use storage building for the town. The FD is prepared to deal with the current space squeeze, but we will need to be prepared to bring this to the 2022 Town Meeting.

1. TOWN DEBT STRUCTURE - JT detailed the current situation. Others commented.

* Between 2023 and 2026 the Dennett School will be paid in full
* The Police Station remains in place until 2031
* The remaining debt is relatively small and will be phasing out. We will have other capital expenses that are unknown at this point.
* If we borrow $10 million, the cost of a 30-year loan would be $500k. It looks like we will have room in the debt structure to afford this, but we need to have a solid estimate of the cost for the Town Center Campus, including a rehabbed or new fire station.
* Municipal financial advisors, The Collins Group, recommends maintaining a stable debt structure. Monies not used for capital expenditures tend to move into the general budget. This creates larger and larger budgets with little to show for it.
* A large portion of the debt shown for FY2021 is the Two Brooks Park land purchase. This will be offset by the donations collected and the sale of the lots. This short-term debt artificially inflates this year’s debt total. **JT will speak with Town Accountant Barbara Gomez to obtain numbers for the past ten years.** An average of those numbers will give us a better debt figure to use for planning.
* There will be major projects at the Dennett School but there will also be State and Federal funds available to help offset those costs. Jason Frasier of the Dennett School Committee is looking into this.
* We have the Capital Stabilization Account funded by 35% of the taxes from the industrial area businesses. This account receives roughly $500k per year.
* We also have the State mandated Regular Stabilization Account. The State mandates that this account never be more than 10% of the Levy Limit which means it may only ever grow to roughly $1 million. It must be used and refurbished.

1. CENTER STREET BARN REPAIR – This was discussed and rejected. The police will use a Conex box and the fire department will get an additional bay or building soon. There will be better uses for the 3.55 acres of these lots and the proposed monies for this repair could be better used on another project (perhaps in part by the Conex box).
2. TOWN MEETING WARRANT ARTICLES FROM THIS COMMITTEE (previously discussed and rejected are crossed out rather than omitted). We need to let the BOS know that these warrants will be forthcoming, but we have time to get the language and amounts.
3. Town House Roof – **amount to be determined.**
4. Roof Assessments for Library and Fire Station - $7,500
5. Design Services (Town Campus Planning - Phase 2) – **TBD, waiting on BETA**
6. Flagpole refurbishing (Town Green and Rte. 106/Main St.) $3,500 each
7. General Consultant and Preliminary Design Services Fund – **TBD, waiting on BETA**
8. ~~Town House Plumbing~~
9. ~~Center Street~~

Discussion: Regarding the Town House roof, JW and RM visited the Town House attic. It was much warmer than the rest of the building, though it should be much colder. There are no soffit vents, and the gable vents are connected to some sort of machinery consequently there is no air flow. Air flow and insulation will need to be addressed to end the ice dam issues. There is a ridiculous amount of wires and cables. Some appear to be in use while others are likely from redundant systems and were never removed. These wires are so extensive that it would be difficult to do the soffit and insulation work.

JW suggests that we phase the project by focusing this year on the middle and rear sections of the building. The roofing project should be expanded to deal with the ventilation, insulation, and wire issues. The historic front section of the building would be the second phase for which we may be able to leverage some grant monies or CPA funds.

We need to go back to the roofing consultant to get price estimates for these two phases. We will contact other sources to obtain an estimate for the other attic work. A rough guess for Phase 1 would be $200-300k.

Regarding the Design Services (Town Campus Planning - Phase 2), we will have a plan before the end of this year. This should include infrastructure information and fire station program needs. We can take this information; choose the best parts from all of the drawings we’ve reviewed and develop a final version to use in Phase 2. In Phase 2 we will nail down costs and come up with concrete plans for phasing the future of the campus. Phase 2 is the Master Plan.

Regarding the General Consultant and Preliminary Design Services Fund, we need to make sure that we ask for enough to allow us to move forward with some of our projects. It is time to move things along. It may be that most people don’t know what needs to be done for our town properties. We need to let them know that fully understanding the issues and taking care of them in a timely fashion will save money in the long run.

1. TOWN HOUSE RAMP – No update.
2. TOWN BARN ROOF – No more leaks, waiting on roofing materials and the insurance payout.
3. OTHER TOWN OWNED PROPERTIES – The BOS has asked the Committee to give input on several town-owned lots. The BOS is hoping that the Town can work with Habitat for Humanity to create low-income housing projects. They are also hoping that some of these housing projects can be multi-family, senior housing.
4. 2.05 acres on Brook Street at the entrance to Plympton Sand and Gravel. Likely high and dry land.
5. 3.55 acres in two lots on Center Street (incl. old town barn).
6. Two 5 acre lots on Maple Street
7. 26 acres at 19 Main Street. Likely contains some wetlands.
8. Could some of Harry Jason be used for housing if the gift time has gone beyond the no building stipulation?
9. Should we dispose of non-buildable land? There have been some requests. We need to be careful that non-buildable lots are not connected to create new buildable lots. Some of these lots don’t have clean titles.
10. MINUTES: NB moved that the minutes for February 17, 2021 be approved as written. JT seconded. Roll Call Vote: NB aye, JT aye, JW aye, CT aye, RM aye.
11. NEXT MEETING: Wednesday3/24/21, 6:00 pm. This is before the TM Warrant closes.
12. ADJOURNMENT: 7:40, NB moved; JT seconded