**PLYMPTON TOWN PROPERTIES COMMITTEE**

Minutes Wednesday, July 14, 2021, 6:00 PM

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

Jon Wilhelmsen (Chair). MEMBERS ABSENT: 0.

GUESTS PRESENT: Town Administrator Liz Dennehy

NOTES: This meeting was conducted on a Zoom meeting platform with members and guests participating remotely. 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 6:08 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. TOWN CAMPUS – We consider the plan to be done. We will likely make adjustments as we go through the process of implementing the plan.
3. FIRE STATION – JW sent the Committee a draft PowerPoint presentation which will be used to educate various groups prior to the Special Town Meeting (STM). The presentation for the STM will be a single page summation. The Committee worked through the draft, making tweaks and additions.
4. Executive Summary – This section focuses on the need for a new building to provide safety for our Fire Department, security for our equipment and the fact that this will not engender increased taxes for residents. The fire station can be funded through the capital account and, hopefully, supported by federal and/or state grants. Additionally, interest rates are currently low, and we can likely tap CPA funding for some of the recreational portion of the plan.
5. Details – This section illuminates the issues and solutions. Pictures will be added. **Committee members should further review this section and send any additional comments solely to JW for incorporation.** We need to set up a special meeting with FinCom, the Town Treasurer and the Town Accountant to discuss funding before we actively start presenting and advertising this project. **LD will set up this meeting for mid-August, likely the 18th.**
6. Recreational Aspect – RM will be meeting casually with PAYS on July 19th during/after a game. We should get PAYS, the RecCom and the Harry Jason Committee to participate in a meeting with us prior to the financial meeting. The ball fields, other recreational opportunities and Harry Jason Park are integral parts of the campus plan.  
     
   Note: The Town of Hanover has a very nice athletic/recreational facility known as Forge Pond Park. JW reached out to Dan Pallotta to get information about this project and how the Hanover process and lessons can be applied to Harry Jason.
7. Other Discussion – We need to set up a calendar to plan the timing and strategy for the STM. We need to speak with the BOS to set up a notional date for the STM then work back from that to set up other meetings and educational events. We will set our bookends beginning with our financial meeting and ending with the STM. We expect to meet with the BOS near the end of August and begin public meetings in September. We need to determine when we want to approach Senator Brady and Representative LaNatra for their input and support.

Note: The COA will be hosting a monthly Veterans’ Breakfast beginning on 7/20. There are members in that group who have a good history with the fire department. JW will give a brief overview of the work of the Town Properties Committee and focus on the Fire Station. Chief Silva may also participate. The Fire Department will also take some seniors on a fire-related field trip in August which will include a tour of our station, lunch and a visit to the new Sandwich station.

1. TOWN CAMPUS - Phase 2 – Except for the parts that touch directly on the Fire Station project, Phase 2 will be on hold until after the STM.
2. TOWN HOUSE ADA RAMP – The BETA contract payment was approved. They will complete their work and get the project ready for bid within the next two weeks.
3. FLAGPOLES – Work to be scheduled soon.
4. TOWN BARN ROOF – This project is almost completed. They are waiting on some trim for a portion of the gutters. It should be done by the end of this week**. LD will get before and after photos from the architect and contractor to put on the Town’s social media outlets.** It is important to show the work and improvements being done by this Committee.
5. TOWN HOUSE ROOF – The roof assessor has not yet had the opportunity to look at the roof from inside. Our goal is to get the RFP out by late fall/early winter for the work to be done in the spring. There have been additional leaks in the BOH area and in the men’s room. The BOH carpeting will need a dehumidifier to help dry it out. We just need to keep limping along until we can make the appropriate fixes that will solve the roofing problems.
6. OTHER TOWN BUILDING ROOFS – LD signed the contract for the library and fire house roof assessments. These funds were appropriated by the 2021 Town Meeting. The company will get us on their schedule soon. JW wants to make sure that they full consider the problems engendered by the library cupula.
7. TOWN HOUSE WASTE PIPES/SEPTIC DRAINAGE – subject to understanding the roof issues and repair.
8. TOWN OWNED LAND – JT and Chief Silva met with John Norrie (JN) about the needs of the fire department and the Town owned lot on Old Brook Street. Chief Silva is looking for a fire training location for Plymouth County. JN may be able to accommodate this. JN believes that the Town abandoned Old Brook St. and that there is now no frontage on a street to allow residential construction on the lot. He also has concerns that residents may be disturbed by the dust and noise created by the sand and gravel business.  
     
   Habitat for Humanity is excited about working with the Town on a housing project. They are open to creating single floor dwellings that would be more adaptable for senior housing. The idea of cluster and/or duplex housing was also discussed. HFH will send their engineers out to review the Town owned lot on Main Street (17 acres with approx. 2 acres dry/buildable).
9. DENNETT –
10. Solar: The project is moving along. They had a meeting last night with the assessors and the Town Counsel solar attorney to work through the issues and re-write the agreements. They should have the drafts by early next week with a final copy before the BOS at their next meeting. They hope to have all work completed by September 1.
11. Other: Parking Lot completed. Trees have been removed. The failed siding has been replaced. With all of this work completed and paid for with existing funds, the Dennett is still returning $113k to the Town.
12. MINUTES: NB moved that the minutes for May 26th and June 23rd be accepted as written. JT seconded. Roll call vote: JT aye, NB aye, JW aye, RM aye, CT aye.
13. NEXT MEETINGS: 7/28/21, 6pm.

Note: JW asked the Committee if it would be helpful to have Dan Pallotta meet with us in August. The Committee said “Yes.” **JW will make arrangements with DP.**  
It is possible that he (P3) is still under contract to the Town for the OPM work on the public safety building**s**. If yes, we would not have to go out for bid for an OPM which would save us a lot of time. **LD will look into this.**

1. ADJOURNMENT: 7:30+, JT moved; NB seconded