

**Advisory Committee
Meeting Minutes
2/11/2016**

In attendance: Committee Members Anderson, Baltera, Belyea, Coughlin, Hancock, Haskell, Kelley, Kutsch, MacKay, Pyles, Reale, Sharkansky, Smallwood, and Taylor, and Town Accountant Nickerson. (NB – One member was absent for much of the meeting due to a conflicting committee meeting, and this is reflected in the vote counts.)

Chairman Pyles called the meeting to order at 7:00 PM.

Questions from the Public on Items Not on the Agenda: None

Warrant Articles

Article Q – Plymouth River School Renovation

The School Committee plans to vote to withdraw this Article from the Warrant. The Board of Selectmen rejected the School Committee's request to submit a Statement of Interest for PRS to the Massachusetts School Building Assistance Program, due to timing and cost issues, so Article Q is no longer relevant.

Article S – High School Health and Wellness Center (HAWC) Design Funds

Jim Taylor introduced this Article. School Committee Chairman Andy Shafter spoke briefly about the proposal, and School Committee member Ray Estes presented a series of slides containing photos and background information. AdCom members received a one-page handout about the project genesis and development. Ray stressed that the current focus should be on design not construction. Preliminary plans call for HAWC to be a 2-story building containing approximately 6,000 square feet of space. The architect is working on a cost estimate for schematic design, and this number is expected to be between \$100K and \$200K. There is a possibility of private fundraising for some of the construction costs. Chairman Pyles asked AdCom members to submit questions about HAWC to Jim Taylor. AdCom will vote on Article S at a subsequent meeting.

Article O – Community Preservation

CPC Chair Bob Curley provided an update on CPA projects. The Town has received approval of the request for a \$700K grant from the Seaport Economic Council for construction of a multi-purpose maritime center building. The CPC is requesting that the Town use \$150K in CPA funds as the Town match. (See CPA project #12.) On another topic, Bob noted that the Lehner property (CPA project #8) is the top priority of the CPC. Town officials are considering a new approach to the purchase of this property, and the CPC will meet on 2/16 to discuss a possible funding option. The CPC also is fully aware of its obligation to pay off the debt for the Heritage Museum.

Earlier in the evening, the Board of Selectmen approved Article O by a vote of 3-0, with the understanding that there may be a need to review the Lehner Property again later. Mary Power abstained on CPA project #4 (Hingham Housing Authority project on Beal Street.) Lucy Hancock read the CPC recommendations for the 12 CPA projects one by one, and no projects were held for further discussion. AdCom members approved Article O (all projects) by a vote of 12-0, with the same understanding that the BOS expressed about the Lehner Property. Jim Sharkansky requested that the CPC provide visual aids for the CPA projects at the Annual Town Meeting in April.

Article CC - Amend CPC Composition

Donna Smallwood presented this Article concerning the composition of the Community Preservation Committee. The Board of Selectmen has held the CPC seat mandated for the Board of Park

Commissioners (per the Community Preservation Act legislation) since the Hingham CPC was created in 2001 because Hingham dissolved its Board of Tree and Park Commissioners in 1991. The Community Preservation Act Task Force recommends the removal of the permanent seat held by the BOS and replacement by an at-large member to be appointed by the BOS. This will restore the number of BOS appointments to the CPC to two. The BOS and Town Counsel approved this Article, which is a Town By-Law change. If approved by Annual Town Meeting, it will go to the State Legislature for approval. Bob Curley noted one other minor change related to staggered terms. Donna agreed to amend the Comment to state that the Task Force recommends the elimination of the original By-Law language setting term lengths for the first CPC committee members, since staggered terms are currently in effect. Victor Baltera suggested removal of the word "paragraph" in the first sentence of Recommended Motion, and Donna agreed. AdCom members approved Article CC as amended by a vote of 12-0.

Article W – Amend General By-laws re Sewer By-law

Eric Haskell introduced Article W and distributed the Article with the Comment and Recommended Motion. Bob Higgins, Chairman of the Sewer Commission, and Kirk Shilts, Chairman of the Board of Health, provided the details. This Article corrects an error in the filing of the Sewer Appropriation By-Law in 1983. It proposes to re-enact a slightly updated version of the omitted portion of the 1983 By-Law. AdCom members expressed some confusion over the Recommended Motion, since it only sets forth the proposed changes in the by-law language without placing them in context, and they suggested that a modification to the Comment might be helpful. AdCom members approved Article W by a vote of 12-0.

Capital Outlay Committee Recommendations

Lucy Hancock introduced Libby Claypoole, Chair of the Capital Outlay Committee, and thanked all the COC members for their work on the FY2017 Five-Year Capital Plan. Libby explained the capital outlay criteria and presented the plan, department by department. She explained that the budget is within the range for capital spending per the Financial Policy. The commitment from Town officials is to increase the tax levy portion of the capital budget by \$100K each year for five years until spending reaches \$2.5M. For FY 2017, the allowable amount for the tax levy portion is \$2.2M. The COC is recommending a total capital budget of \$3.24M, comprised of \$2.18M from the tax levy, \$35K from mooring fees, \$665K (for Library roof) from available reserves, and \$361K from user rates/charges. AdCom questions focused on vehicles (specifically Police, Harbormaster, Public Works, and Elder Services) and possible grants for Fire Department equipment. Following the presentation, Libby announced that the Selectmen have asked the COC to review the recommended capital budget for possible additional deferrals (from the tax levy portion) amounting to \$500K.

Liaison Updates

Dan Coughlin commented on the purchase of the Lehner Property. The Lehner Family is amenable to an installment payment plan but wants a decision on the purchase this year. The Board of Selectmen has asked the Community Preservation Committee to consider funding the purchase of the Lehner Property with CPA funds.

Jim Taylor provided a brief update on the Water Company trial. He noted that the judgment probably will not be delivered until after the 2016 Annual Town Meeting. An appeal is likely and will require funding. A public forum may be held before the Annual Town Meeting for Q&A purposes.

Miscellaneous Comments

Tom Pyles reminded everyone that a new budget forecast will be available on February 18th. Sue Nickerson noted that Mayflower (provider of medical insurance for Town employees) is not doing well and that rates could increase 14-20% for FY 2017. The current budget includes a 10% increase in insurance premiums. Any rate increase above 12% will require additional funding in the budget. The next meeting

with Mayflower is scheduled for March 3rd.

Town officials will continue to look for possible expense reductions and sources of increased revenue in order to balance the FY 2017 budget. It is possible that some employees may leave Mayflower and enroll in their spouse's insurance plan. Local receipts (particularly meals tax income) may be higher than expected. In addition, the Overlay Account may contain some excess funds.

Library personnel have discovered cracks in several of the splice plates in the roof truss system in the original Library building. The recommendation is to replace the wooden splice plates with steel ones. The preliminary estimate for this repair work is \$55,000. Acting Library Director Linda Harper is exploring the possibility of seeking reimbursement from FEMA, as the excessive snow last winter likely accelerated the normal deterioration of the plates. Meanwhile, a reserve fund transfer probably will be necessary. Any FEMA reimbursements could be used to offset the RFT.

In a related matter, AdCom members asked about the status of FEMA requests and insurance claims for storm damage last winter.

Tom Pyles reminded everyone that the next AdCom meeting is scheduled for February 23rd.

Matters Not Anticipated within 48 Hours: None

Adjournment

The meeting was adjourned at 9:47 PM by a vote of 12-0.

Respectfully Submitted,

Lucy N. Hancock
Secretary

List of Documents Distributed at this Meeting:

- Agenda for AdCom Meeting of 2/11/2016
- FY2017 Five-Year Capital Plan
- HHS Health and Wellness Center (HAWC) Project Genesis and Development
- Article W – Amend General By-laws re: Sewer By-law
- The following Articles with amended Article text, Comments, or Recommended Motions:
 - A – Hannah Lincoln Whiting
 - E – Salaries of Certain Town Officers
 - F – Budgets
 - H – Transfer from the Stabilization Fund
 - J – Electric Light Department Receipts
 - O – Community Preservation Committee
 - BB – Kress Field Playground – PARC Grant Program
 - CC – Amend CPC Composition
 - FF – Town Administrator Special Act