

Approved Meeting Minutes

Members Present: Alan Zanotti, Leighton Price, Christine Pratt, Patrice Hatcher and Bill Hallisey

Absent: Jeff Fischer and Charlie Bletzer

5:05 p.m. Call to Order & Public Comment time —

No public comment.

5:06 p.m. Review and Approval of Minutes —

1. March 18, 2008

Ms. Pratt motions to accept the March 18, 2008 minutes with corrections and Ms. Hatcher seconds. The Board votes and the motion passed unanimously.

2. March 25, 2008

Mr. Zanotti motions to accept the March 25, 2008 minutes with corrections and Ms. Hatcher seconds. The Board votes and the motion passed unanimously.

5:35 p.m. Bills and Other Financial Matters—

1. Post Office Box rental for one year \$84.00

In the past, PGDC renewed their P.O. Box every six months.

Ms. Hatcher motions to rent the P.O. Box for one year and Mr. Hallisey seconds. The Board votes and the motion passed unanimously.

Ms. Pratt still has not received money from the Town of Plymouth for the Glynn Electric bill. She will follow up with the finance department.

Clancy still has not sent an invoice for their maintenance services for February, March or April. Mr. Ruggerio will follow up with Clancy.

PGDC received a collections notice for a \$1340.00 bill that does not belong to them. Ms. Pratt is drafting a letter of explanation and will present it back to the board once Mr. Marzelli finds it acceptable.

5:37 p.m. Promotion of the Amnesty Program —

1. Mr. Hallisey reports that Alegra Print made 16 posters at no charge.
2. An ad will run in the Plymouth Bulletin on April 19 and 26 for a total cost of \$452.00 per issue.
3. Mr. Ruggiero will ask merchants via email if they will hang them in their stores.
4. A PSA will also be placed on PAC TV and a poster hung in Town Hall.
5. Mr. Price will mention the amnesty at the Board of Selectmen meeting tonight.
6. Mr. Hallisey will contact WATD about running a PSA on air and place the notice on their website.

Mr. Zanotti brings up the possibility of sending letters to the top 100 ticket offenders. Mr. Ruggiero reports he has already done this. Ms. Pratt will study the numbers associated with the top 100 tickets with Mr. Ruggiero to see if mailing out more letters to offenders is feasible.

Mr. Zanotti makes a motion to authorize Ms. Pratt to look at the top 100 tickets with Mr. Ruggiero and if it makes sense, mail out another 400 letters promoting the amnesty program before their window of opportunity closes. Ms. Hatcher seconds, as long as Ms. Pratt has the ability to make an executive decision on the feasibility of mailing 400 more. The Board votes and the motion passed unanimously.

5:55 p.m. Parking Rules and Regulations —

Mr. Price will present the new fee schedule to the Board of Selectmen tonight and also ask them to repeal any other fees that may have been adopted since the 1954 parking regulations.

The PGDC Board anticipates the Board of Selectmen will ask why the *penalty fee* is still set at \$20.00. A lower *penalty fee* will not help turnover or cover Park Plymouth's overhead.

Mr. Ruggiero will look into whether or not it is legal to chalk tires.

6:05 p.m. Park Plymouth Operations —

1. Pay & Display machines are up and running with minimal problems. Credit card information still needs to be downloaded.
2. Display panels are not ordered yet. PGDC must provide the correct language and accept the cost before they can be manufactured. The Board will continue to work on them.
3. After a conversation with Mr. Friend, Mr. Zanotti *asks the Board to revisit the vote on credit card machines that was passed last week.* Of concern is the drop in parking fees to 50 cents vs. the cost of running the credit card machines and PGDC's liability from personal information left on them. Mr. Zanotti asks Mr. Ruggiero to call and find out what the credit card machine use was when Central was managing the program.

4. Ms. Pratt completed the application for obtaining a credit card machine for Park Plymouth's office. The company requires financial information that covers two years. She will fax all of the information to them tomorrow. Machines will accept MasterCard and Visa. Total cost for the machine is \$300.00.

Ms. Pratt motions to purchase credit card equipment for the Park Plymouth office for a total cost of \$290.00 plus shipping and handling and Mr. Hallisey seconds. The Board votes and the motion passed unanimously.

5. Mr. Ruggerio reports that very old citations get marked at the RMV because complete information that is sent to their database is not purged from their system and other violations can trigger a flag that marks registrations as "on hold." The Board wonders how far back they should reach for marking registrations at the registry and decides to send them all.
6. Ms. Pratt feels PGDC should establish a new protocol for streamlining N1 and N2 letters. She will draft something and send it to Mr. Marzelli for review. Mr. Zanotti brings up adding other PGDC rights into the letter; for example towing and booting cars. Ms. Pratt goes on record to say she is completely against booting cars and Ms. Hatcher agrees. The Board thinks adding other PGDC rights information is a good idea but will need to be discussed first.
7. Mr. Ruggerio worked with the traffic department to assess signs on the waterfront and is still waiting for a final response. Some fire hydrants still seem to be improperly marked. This also needs to be addressed.

6:30 p.m. Requests for Use of Spaces for Special Events —

The Board has requests for use of spaces that will be presented to the Board in the near future. The Board is challenged with how to handle all requests properly. They discuss the possibility of creating special permit hang tags and giving people non-producing parking lots for a fee. The two groups noted below will present their requests to the Board in the near future.

- 1. National Association of Congregational Christian Churches.** Request by Rev. Dr. William P. Fillebrown. Dates for event are June 21-24, 2008.
- 2. Plymouth Boys & Girls Club annual Run to the Rock.** Request by Dan Gorman. Date for the event is September 6, 2008.

Mr. Hallisey brings up that he has received a couple of requests from local restaurants who want to purchase employee hang tag permits. The Board holds a general discussion on how this was handled in the past versus what might be done in the future. *The Board decides this hang tag issue is not the same as before but is worth revisiting.*

6:50 p.m. Special Town Meeting at Memorial Hall on June 9, 2008 at 7:30 p.m. —

The Town requests the PGDC waive all parking fees in and around

the Memorial Hall lot and on Court Street near Memorial Hall from 4:30 p.m. on, on June 9th and the next night, if warranted. The Board discusses parking considerations and will make a final decision next week.

7:00 p.m. Adjourn —

Motion was made by Mr. Hallisey and seconded by Mr. Zanotti. The Board votes and the motion passed unanimously.

Next meeting will be held Tuesday April 22, 2008 at Town Hall.

Respectfully submitted by PGDC Secretary Mr. William Hallisey

Signed: _____ Date: _____
William Hallisey