

Plymouth Growth & Development Corporation | **BOARD OF DIRECTOR'S MEETING MINUTES**
May 13, 2008

Members Present: Leighton Price, Christine Pratt, Jeff Fischer, Patrice Hatcher & Charlie Bletzer.

Absent: Bill Hallisey & Alan Zanotti

5:02 p.m. Meeting called to order by Leighton Price & Public comment.

Mr. Price states there will be no public comment and no Board discussion regarding any individual at today's meeting.

Public Comment –

1. Mr. Paul Quintal approaches the Board with diagramed suggestions of where spaces can be blocked off on the Town Wharf for better pedestrian access. Mr. Price offers him full support of the Board but suggests he contact DPW because they have control over the particular area he is interested in changing.
2. Ms. Susan Melchin approaches the Board with a request for a reinvestment of \$75,000.00 in PGD surplus funds to improve the downtown and waterfront areas. She states the last time she had access to the financial information, in October of 2007, there was \$160,000.00 in the bank account, after the \$80,000.00 reinvestment and distribution to three historic properties and the Destination Plymouth advertising. \$25,000.00 would be used for graffiti removal, \$25,000.00 for new and added trash receptacles and \$25,000.00 in matching VSB funds for the Burial Hill improvement project. Mr. Price replies there was not that amount of money in the PDC account when the new Board started in October and there is not that amount now.
3. Mr. Chute asks when financial statements will be available to the public. Ms. Pratt replies that audited statements will be available at the end of May. In the meantime she will forward to him the tentative drafts that were distributed to the Board last week. Ms. Melchin requests the information be sent to her too.

5:20 p.m. Requests for use of spaces for special events –

1. Mr. David Stone from Plymouth's Veteran's Services requests there to be no meter enforcement until noon on Memorial Day, May 26, 2008 for the parade. The Board will discuss creating a more general policy for parades later in the meeting and invites Mr. Stone to sit in and wait for a decision.
2. The Board wants to consider a standing policy for graduation ceremonies held at Memorial Hall each year.
3. The Plymouth Boys and Girls Club have rescinded their request for use of spaces for special events.
4. Special Town Meeting on June 9 and 10, 2008 requests no paid parking after 4:30 p.m. in the Memorial Hall lot and relaxed enforcement in the surrounding area.

Ms. Hatcher motions to have no paid parking after 4:30 p.m. in the Memorial Hall lot and relaxed enforcement in the surrounding area during the special town meeting on June 9 and 10, 2008 and Ms. Pratt seconds. Motion passed unanimously.

The Board discusses the possible creation of one time parking permit printouts that graduation attendees will place on their car dash during ceremonies held at Memorial Hall.

The Board discusses ideas for creating a general special events parking policy for all parades and thinks checking on police department procedures for blocking roads during all four town parades is a good idea.

Mr. Fischer makes a motion to relax time enforcement until noon on Memorial Day, May 26, 2008 in the downtown and waterfront area and Ms. Hatcher seconds. Motion passed unanimously.

Mr. Price will draft a parade policy.

5:50 p.m. Park Plymouth Operations --

Phone forwarding and a credit card machine are set up in the Park Plymouth office. Colored bags cannot be purchased in small quantities. Sign a Rama is checking into alternatives.

2007 and 2008 comparison reports for paid parking tickets during the amnesty period were issued to the Board by Mr. Ruggerio. Similar quantity of citations existed in 2007 and 2008 but the amount of money collected in 2008 was doubled.

First batch of registrations to be marked was forwarded to the RMV but was received with problems. Mr. Ruggerio forwarded the info again.

The VPL for access into the RMV database is in progress.

Mr. Ruggerio received a quote from the company who refreshed the parking lines in the East Bay Grille parking lot. They will refresh lines for \$7.50 per parking spot, which includes additional text that reads "pay to park."

Mr. Fischer motions to paint boxes in entire East Bay Grille lot and Ms. Pratt seconds for discussion.

Mr. Fischer asks which areas are being refreshed. Mr. Price replies Water Street lots one, two and three. Ms. Pratt requests a "cost not to exceed" amount. Mr. Bletzer brings to the Board's attention that East Bay Grille has additional signage inside and outside of his restaurant, warning people where the pay to park zones are located.

Motion passed unanimously.

Mr. Ruggerio presents the new Park Plymouth office schedule to the Board for review. His staff is fine with the changes and it also meets Board approval.

Mr. Ruggiero left a message with Chief Fire Battalion Young to check if the proposed taxi cab stands will conflict with Fire Department regulations. Mr. Ruggiero will update the Board when he hears back.

There are six holidays where there is no coverage in the Park Plymouth office; Christmas, New Years, Memorial Day, Fourth of July Thanksgiving and Easter. This issue folds into the holidays and Sundays discussion that needs to be addressed at a later date.

The Town of Plymouth has licensed five taxi cab services to operate within the town's limits. The town manager's office asked the PGDC to allow the cabs to "stand" in specific locations in the Downtown Waterfront and North Plymouth areas. ("Stand" means: cabs are allowed to park and wait for a fair while remaining in their vehicle). Proposed cab stand locations are at the loading zone area in front of M&M Sporting Goods, Colonial Restaurant and #2 Court Street, the bottom of North Street, Memorial Drive and the right of way between Cabby Shack and East Bay Grille. The location for North Plymouth is being considered by members of the North Plymouth business community and will be designated by the end of May. The Town of Plymouth will work cooperatively with PGDC to determine signage needs. The Town will take responsibility for cost of the signs. PGDC will communicate to delivery agents their "rights of first use" for the spots. The Board decides to replace the North Street location with the "bottom right side of Brewster Street (heading East)".

Ms. Hatcher motions to endorse the proposal to create cab stands with the location change, Mr. Bletzer seconds. Motion passed unanimously.

Proposed signage changes at pay and display lot entrances must fall in line with the Historic District Commission guidelines. Mr. Price will speak with them about the changes that need to be made before implementing them.

Two spaces painted with white stripes on North Street, coupled with signs that say "short term parking" are causing confusion. To eliminate this problem, Mr. Ruggiero will paint over the white stripes on the street with black paint.

Mr. Ruggiero alerted the Board to a situation where a waiver of parking fees was not requested in advance of an event. The situation was resolved with Captain Botieri.

6:40 p.m Bills and other financial matters requiring Board approval --

Ms. Pratt states Destination Plymouth still has not sent an invoice for the "Where?" magazine advertising, however, she did receive a thank you from them regarding the donation to America's Hometown Shuttle service.

Bills:

Samoset Auto Service	
Parts and labor for 2001 Astro Van	\$524.96
Joyfly's Buzz Kim McDonough	
Admin support for March & April	\$898.50

Clancy Systems
Ticket bags, Feb & March system support fees \$1841.70

Ms. Pratt reports that Clancy sent an invoice for \$2,700.00 for 10,400 preprinted citations. She will look into why it took them so long to send the bill before paying it. She is not seeking a vote for this portion of the bill at this time.

Mr. Robert Marzelli
Services performed in April
(Review appeals, statutes, bylaws) \$600.00

Auditor, for interim billing services through 4/30/08 --
Rendered in connection with the audit
12/31/06 \$2,000.00
12/31/07 \$3,500.00

Total audit \$5,500.00

Mr. Bletzer motions to pay the bills and Ms. Hatcher seconds. Topic is opened for discussion.

Mr. Fischer asks if the Board can receive bills and financials in advance so they have time to process the information before meetings. He is not against paying the bills, just against the process. He is also confused as to whether Mr. Ruggiero's \$10,000.00 a month budget is working. Ms. Pratt replies that Mr. Ruggiero is well below his budget. Mr. Price and Ms. Pratt state bills can wait a week before being paid so the Board has time to digest the info.

Motion passed unanimously.

In reply to an email request made by Mr. Fischer, Ms. Pratt distributed financials to him for his review.

6:40 p.m. Ms. Hatcher motions to adjourn the meeting and Mr. Fischer seconds. Motion passed unanimously.

Next meeting will be held Tuesday, May 20, 2008 in the Town Hall Plantation Room.

Respectfully submitted by Secretary, Mr. William Hallisey

Signed: _____ Date: _____
William Hallisey