

Plymouth Growth & Development Corporation | **BOARD OF DIRECTOR'S MEETING MINUTES**
May 20, 2008

Members Present: Leighton Price, Christine Pratt, Patrice Hatcher, Charlie Bletzer & Alan Zanotti.

Absent: Bill Hallisey & Jeff Fischer

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. It will be reserved for next week's meeting.

No Public Comment.

5:03 p.m. Requests for use of spaces for special events --

1. Mr. Price sent a letter to Plymouth Veteran Services stating the Board approved their request for no overtime parking enforcement at lots and metered spaces downtown until Noon on May 26, 2008. Mr. Price will give a copy of the letter to Ms. Pratt for the PGDC files.
2. Mr. Price drafted a letter to Town Hall stating that the Board voted for overtime parking at lots, meters and limited spaces anywhere in the downtown area 4:30 p.m. for the special town meeting, June 9 and 10, 2008. Other violations of parking rules and regulations will be enforced as usual. Park Plymouth will also place notices on meters that say there is no charge for parking in the Memorial Hall lot after 4:30 p.m. Anyone who wants to park in an available space will be able to do so.
3. Plymouth Public Schools requests ticket enforcement to be waived for morning and afternoon graduation ceremonies at Memorial Hall on Saturday June 7, 2008, from 8:00 a.m. to 3:30 p.m.

Ms. Hatcher motions to offer the high schools two options; the first, an all day parking pass template they can print that outlines pertinent pass holder info, and if that is not feasible, offer to open up the lots for free parking until 3:00 p.m. Mr. Bletzer seconds and the motion passed unanimously.

5:25 p.m. Park Plymouth Operations –

Two thousand outstanding violations have been marked and information continues to be sent over to the RMV. The application for access into the RMV database has been mailed.

Mr. Ruggiero requests that stencils on the Waterfront lots include the @symbol in each space. This would add an extra \$45.00 to the overall cost.

Ms. Hatcher motions to add the @ symbol to each space and Mr. Bletzer seconds. Motion passed unanimously.

The Board discusses creating a policy on whether or not citations should be referred to the Board for a decision whenever there is clear proof a citation was issued in error (i.e. "violator" has receipt in hand

but the twenty one days deadline for an appeal hearing request has passed).

Mr. Zanotti motions that based upon legal council's advice, to consent to the creation of such a policy and the majority of the Board can make a reasonable decision to void a ticket, if warranted. Ms. Pratt seconds for discussion;

Ms. Pratt is supportive of the creation of a consistent and accurate policy that allows the Park Plymouth office to handle this issue, not the Board. Both Ms. Hatcher and Mr. Bletzer agree. The Board will create a lawful policy and send it to Mr. Marzelli for review. Mr. Zanotti suggests the hearing officer be involved with Mr. Ruggiero in the review process, that Park Plymouth keep high standards of documentation and reporting of claims.

Mr. Zanotti and Ms. Pratt withdraw their motions.

Ms. Pratt motions for Mr. Ruggiero to draft a policy for Board review giving Park Plymouth the ability to void tickets for people who parked and paid lawfully. In turn, the Board will present it to Mr. Marzelli for approval. Ms. Hatcher seconds and the motion passed unanimously.

The Board discusses whether Park Plymouth should refer citations to the Board for a decision when the violator spoke to Park Plymouth during the amnesty period but did not pay until after the amnesty period had ended. *Mr. Ruggiero asks about a particular such case, and asks whether the person should get a refund of the penalty amount.*

Ms. Hatcher motions to grant her amnesty and refund the \$80.00 in penalty amounts and Mr. Bletzer seconds. Motion passed unanimously.

5:55 p.m. Bills requiring Board approval and other financial matters –

Town of Plymouth –

February, March and April

\$27,892.00

Ms. Hatcher motions to pay the bill and Mr. Zanotti seconds. Motion passed unanimously.

A conversation with Mr. Marzelli indicates there is not enough documentation support to justify paying the Boston Globe invoice.

Ms. Pratt is still working on a resolution for the outstanding Clancy invoice.

6:00 p.m. PGDC Tasks and Projects –

Confidentiality Agreement –

Ms. McDonough will sign the confidentiality agreement and bring it to the Board.

Hearing Officer –

Ms. Pratt presents a draft job description of the Hearing Officer’s position to the Board for review and input. Pay is \$20.00 an hour. The upcoming appeals’ hearing is slated for June 18 and the Board needs to find an interim officer. Resumes for the part time position will be directed to the P.O. Box. Town Hall has offered their Human Resources department to review the draft and advertise the position. A well written appeals process protocol, coupled with a clearly defined job description and interview process, will help define the caliber of individual who is hired for this job.

Appeals Process –

Ms. Pratt continues to work on the Appeals document and will present it to the Board at a later date.

Bylaws –

Some of the old bylaws supersede Chapter 182 and Open Meeting laws and are more suited for a Corporation. Mr. Marzelli sent new ones for the Board to review and they compare both sets to decide which bylaws they want to amend or adopt accordingly to rule.

6:55 p.m. America’s Hometown Shuttle Service –

Ms. Hatcher reports to the Board that America’s Hometown Shuttle Service is giving each stake holder a block of 100 shuttle tickets for distribution as they see fit. She suggests placing a sticker on the back that says “compliments of Park Plymouth, thank you for taking the shuttle”. She asks the Board to think about how the PGDC would like to handle it and discuss it in the near future.

Bike Rack Proposal –

Ms. Pratt received a verbal quote for bike racks for \$3,500.00 each. The racks hold sixteen bikes each. More information will be forthcoming shortly.

7:00 p.m. Adjourn –

Ms. Pratt motions to adjourn and Mr. Bletzer seconds. Motion passed unanimously.

Next meeting will be held May 27, 2008 at 5:00 p.m. at Town Hall in the Plantation Room.

Respectfully submitted by Plymouth Growth and Development Secretary, Mr. William Hallisey

Signed: _____ Date: _____
William Hallisey