

Plymouth Growth & Development Corporation | BOARD OF DIRECTOR'S MEETING MINUTES
September 9, 2008

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

Also in attendance: Mr. Knox

5:01 p.m. Meeting called to order by Leighton Price & Public comment.

Public Comment --

1. None

5:02 p.m. Request to Waive Parking Fees –

1. Brian Stas, Race Director for the “Liam Macomb Police and Fire 5K Road Race” requests a suspension of parking fees until 2pm on Sept 28, 2008 in Water Street One and Two lots and meters bagged from the Water Street Rotary to East Bay Grill.

Mr. Bletzer motions to suspend parking for the event; Ms. Pratt seconds for discussion.
Board decides to waive parking for the day.

Passed | 6-0-0

2. Mr. Kusmin asks if the Russell Street lot can be opened to the public for free parking on Sunday September 14, 2008, for the Downtown Art Stroll.

Mr. Zanotti motions and Mr. Bletzer seconds

Passed | 6-0-0

5:12 p.m. Bills and Other Financial Information –

- | | |
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| 1. Joyfly's Buzz
Admin Support Services for July – August | \$485.51 |
| 2. Lisa L. Santos
Accounting Services rendered | \$475.00 |
| 3. Malloy, Lynch, Bienvenue, LLP
Services rendered for audit | \$3750.00 |
| 4. Cubic Transportation
hand held replacements | \$931.69 |

Mr. Hallisey motions to pay the bills and Mr. Bletzer seconds

Passed | 6-0-0

Clippership Insurance Agency recommends PGDC forego processing a claim for the damaged meter parts because the deductible is too high.

A Workingman's Comp Audit was completed and received in the mail and submitted on behalf of the Board.

Mr. Sylvia sent the Board a thank you letter for supporting the bike rack proposal, which falls in line with the Town's Master Plan and encourages alternate modes of transportation. PGDC will not release funds until the Board of Selectmen endorses the plan.

Ms. Pratt shares July financials; comparative analysis between July 2007 and July 2008 shows higher gains, ticket payment income and permits also improved. Expenses for those months have decreased.

Ms. McDonough will provide Mr. Zanolli with a copy of the financial breakdown for the Hollywood East on Main Street event last July.

Ms. Pratt shares with the Board Mr. Ruggiero's report on how Park Plymouth Operations can save money, especially during the winter months. Savings include returning Clancy machines not in use during winter months, passing along credit card processing fees to online payees, issuing Employee Permits as part of an employee bonus plan, maintenance fee for uniforms won't exceed \$500.00, reuse of printed permits by changing the year instead of reprinting new ones, combining N1 and N2 to save about 22% on postage, cut back employee hours to 30 in the winter. Mr. Zanolli asks if Mr. Ruggiero should research competitive options for the Clancy payment system and the Board considers alternative solutions for online payments. Ms. Pratt states that Mr. Ruggiero also asked his crew for cost improvement suggestions. Jared's alternative suggestion was rather than cutting back winter hours, expand the winter maintenance of equipment; last year's reduction stretched the crew too thin to satisfy overall objectives.

Ms. Pratt shares the status of adding trash barrels to the Downtown. A quote came in at \$863.00 for standard, black barrels. A discussion concerning logistics will continue between PGDC, DPW and the Town.

Budget does not consider any other future considerations for Community Development projects at this time.

Ms. Pratt suggests the Board needs to issue a RFP for a qualified consultant to handle the 1954 parking regulations.

5:50 p.m. Further Discussion of Possible Parking Plan Modifications –

The Board discusses feasibility issues and logistics for turning the parking program into a seasonal program. Mr. Zanolli suggests that Mr. Ruggiero make some recommendations for new signage that explains the seasonal program. Ms. Hatcher thinks more time needs to be put into considering all of the logistics before solidifying this plan. The Board agrees that sending notices to merchants about where employees should park their cars is important.

Mr. Zanolli motions to turn the parking program into a seasonal plan, to remove the meters and allow free parking in the lots from December 1, 2008 through

March 31, 2008 pending additional endorsement by the Selectmen and keep the current two hour time zones. Mr. Hallisey seconds for further discussion.

Mr. Zanotti amends his motion to consider adding two hour zones in primary areas in the future. Mr. Bletzer seconds, only if it is going to be cost effective.

Passed | 5-1-0

Ms. Pratt points out that budget related documents need to be revised and voted upon by the Board before being handed to the auditor and bookkeeper.

6:17 p.m. Board Votes –

After a conversation with Mr. Pizer and legal counsel about the Vote for Election of PGDC Officers, Mr. Price states the Board should ratify the original Vote for Officers and hold another election after the Economic Development office appoints a replacement for Mr. Fischer.

Mr. Zanotti motions to ratify the original PDC election vote of Board Officers and Mr. Hallisey seconds.

Passed | 5-1-0

Mr. Zanotti motions PGDC draft a letter suggesting Mr. Quintal's election to the PGDC Board be sent to Economic Development. Ms. Pratt seconds for discussion

Mr. Price brings up his concern about a conflict of interest if Mr. Quintal is appointed.

Mr. Zanotti amends his motion to include "subject of review with Town Counsel. "

Ms. Pratt thinks Mr. Quintal will have to **recuse** himself on too many issues to be effective and thinks guidance from Legal Counsel is wise.

Withdrawn Pending Further Input

6:40 p.m. Adjournment of the Public Meeting to go into Executive Session under the provisions of MGL, ch. 39, 23A-24 to discuss personnel matters.

Roll call vote is taken:

Mr. Hallisey	–Yes
Mr. Bletzer	–Yes
Mr. Zanotti	–Yes
Mr. Price	–Yes
Ms. Pratt	–Yes
Ms. Hatcher	–Yes