

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

5:02 p.m. Call to Order & Public Comment –

1. A request from Destination Plymouth (Ric Cone)

Last year, PGDC signed a contract giving Destination Plymouth \$12,950.00 for their 2008 advertising campaign and Ric Cone presents the 2009 proposal, in hopes the Board will consider renewing this year. (Note to Board: Refer to the October handout files in the 2008 Office Meeting Minutes Binder for a complete list of advertising publications and benefits included in the campaign). Ms. Hatcher also explains the benefits of advertising the Downtown in partnership with Destination Plymouth and discloses that because she is on their Board of Directors, she will excuse herself from the vote. Ms. Pratt states she would like to spend more time putting together a more in depth understanding of the proposed summary from Destination Plymouth. Mr. Cone invites her and the Board to visit Destination Plymouth to see how they run their operation and Ms. Pratt takes him up on the offer. After further discussion among Board members, Mr. Price states the Board is in the process of preparing some guidelines and policies that need to be discussed with the Board of Selectmen regarding the magnitude and nature of certain types of distributions PGDC makes in the community. The Board will take the proposal under advisement and be in touch.

2. A waiver of parking enforcement to consider (Veterans Day Parade)

Plymouth Veteran's Agent Mr. David Stone contacted Mr. Ruggiero regarding whether or not the Board will consider waiving parking for the Veteran's Day parade on November 11, 2008, like they did last year. In 2007, the Board voted that overtime parking at lots and limited time spaces anywhere in the Downtown and Waterfront areas of Plymouth would not be enforced until noon.

Ms. Pratt motions to repeat the same exemption as last year and Ms. Hatcher
Seconds for discussion;

Mr. Zanotti thinks Mr. Ruggiero should spend time this winter developing a press policy and updating Downtown merchant email lists so area businesses can be notified when there are any special parking restrictions. The Board asks Mr. Ruggiero to update his email list to include the new businesses in town. **Passed | 6-0-0**

5:31 p.m. Ms. Hatcher motions to adjourn into Executive Session under MGL, ch 39, 23A-24 to discuss some personnel matters and Ms. Pratt seconds;

Roll Call Vote:

Mr. Hallisey —Yes
Chris Pratt —Yes

Leighton Price —Yes
Charlie Bletzer —Yes
Alan Zanotti —Yes
Patrice Hatcher —Yes

5:31 p.m. –
6:24 p.m.

Board enters Executive Session

6:25 p.m. **Public meeting called back to order –**

Bills to be approved –

Joyfly’s Buzz PR | Marketing
Reimbursement of Staples receipts for
PDC Minutes Binder supplies

\$79.05

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

Passed | 6-0-0

6:30 p.m. **Distribution to the Board of the completed 2007 Audit report.**

Ms. Pratt distributes to the Board the 2007 Auditor’s report, which includes his professional reflection of the organization’s conditions and procedures. It is not certified nor is it something for the Board to vote on; it is merely his opinion on how to improve the operation. The Board will schedule time to discuss the content in the near future.

Ms. Pratt distributes, and the Board discusses, August financials. She also explains her intention to send financial information along to the auditor on a quarterly basis, so the process for auditing 2008 is easier.

6:42 p.m. **Election of Board Officers –**

Mr. Bletzer nominates Mr. Price for President and Mr. Zanotti seconds.

Passed 5-1-0

Mr. Hallisey nominates Ms. Pratt for Treasurer and Mr. Zanotti seconds

Passed 6-0-0

Mr. Bletzer nominates Mr. Hallisey for Secretary and Ms. Pratt seconds

Passed 5-1-0

6:45 p.m. **Further information regarding an inventory of Park Plymouth equipment**

Decent records of meter equipment are not currently kept in the Park Plymouth office. A database file of serial numbers needs to be created in order to keep an accurate inventory of Park Plymouth equipment. A protocol consideration also needs to be made specifically for broken meters so the reconciliation of deposits is accurate. Park Plymouth staff will make sure meter serial numbers are recorded when they are removed this winter.

6:49 p.m. **Ticket Processing operations –**

Ms. Pratt shares that she and Mr. Ruggerio met with County Commissioners to review County ticket collection practices and investigate whether or not Park Plymouth or the County should handle the

ticket collection process. Ms. Pratt shares their findings and reports that both she and Mr. Ruggiero will complete their due diligence and report back to the Board in the near future.

6:56 p.m. Should Mr. Hallisey Chair the meeting on October 21rd?

The Board will meet on the 21st and take care of approving outstanding minutes.

7:00 p.m. The Board relocates the meeting to the Board of Selectmen's room downstairs so they can present their Annual Executive Summary Report.

7:20 p.m. Brief summarization of the PGDC Executive Report presentation to the Board of Selectmen (Audio of the full Executive Summary presentation to the Board of Selectmen is available in the 2007-2008 Office Meeting Minutes Binder).

Mr. Price presents the 33 page PGDC Executive Summary Report of the work this Board had accomplished over the past year and upcoming goals to the Board of Selectmen. After his report, Mr. Price comments that the PGDC Board looks to them for support on the pilot winter parking program, purchase of bike racks and a readjustment of some items included in the current MOA with the Town.

(Note to Board: Please refer to the October handout files in the 2007-2008 Office Minutes Binder for items included in the Executive Summary report).

The PGDC Board of Directors answers a series of questions for the Board of Selectmen, including; the current state of the PGDC website, why the winter program is not extended to April 31, whether the PGDC plans to submit a Community Reinvestment Guideline & Approval process that calls for either the Town Manager or Selectmen to sign off on certain Community Reinvestment projects, why there was no information included for 2005 in the financial report, rationale behind moving monies into CD accounts, why a new Economic Development appointee has not yet been placed on the PGDC Board and how merchants feel regarding the new pilot winter parking program. Jay Kimball, owner of Woods Seafood on the Waterfront, shared in a public comment that he was there to represent ten merchants in his area who all support the pilot winter program. The Selectmen offer PGDC their thanks for a job well done and to show their support of the Corporation moving forward –although they are not required to vote on these issues –vote unanimously to support the PGDC's pilot winter parking program and purchase of bike racks.

8:20 p.m. Motion to adjourn made by Ms. Pratt and seconded by Mr. Hallisey.

Next meeting of the Plymouth Growth & Development Corporation is scheduled for October 21, 2008 in the Plantation Room at Town Hall.

Respectfully submitted by PGDC Secretary Mr. William Hallisey

Signed: _____ Date: _____
Mr. William Hallisey