

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

Absent: Leighton Price

5:00 p.m. Call to Order and Public Comment–

No public comment at this time.

5:01 p.m. Bills to be approved –

Robert Marzelli

Invoice # 17010

Professional services rendered
8/19/2008 and 9/23/08

\$603.00

Clippership Insurance

Renewal on Dishonesty Bond

\$170.10

Registry of Motor Vehicles

Registration Renewal - Park Plymouth Van

\$95.00

Hanover Insurance

Workingman's Comp insurance increase
(Due to payroll audit)

\$1706.00

The Corporation has been paying the wrong unemployment insurance rate and is being issued a \$1400.00 credit.

The Professional Liability Policy is up for renewal November 1, 2008.

The Board will be audited again next year and agrees holding an RFP on all insurance policies is a good idea.

Mr. Zanotti motions to approve the bills and Mr. Bletzer seconds

Passed | 5-0-0

5:09 p.m. Park Plymouth Operations –

Mr. Ruggiero emailed Mr. Hallisey asking to be excused from tonight's meeting because of a birthday in the family.

1. The pilot winter parking program is approaching and Ms. Pratt has some suggestions for reducing expenses. She would like this topic placed on an upcoming agenda.

2. Army National Guard Email Request –

Bill received an email from Mr. O'Donnell of the local Army National Guard office requesting Park Plymouth refrain from future ticketing and dismiss all parking violations issued to their Government and private, employee vehicles.

After a lengthy discussion on which government vehicles might be exempt from paid parking, how and where the National Guard employees can park lawfully in town and how the Corporation's adopted 22A Charter reads, the Board concludes that unless the Guard can find a specific statute that exempts the Government or their employee vehicles from receiving citations, they must pay them and continue to park lawfully. The Board decides no further action can be taken at this time.

The Board agrees this topic raises an excellent question on how the free parking is communicated to the community. After some general discussion on logistics, Kim offers that she has made a list of advertisement needs for the winter free parking program. Mr. Hallisey will continue to work with her on pricing and placement of all advertising materials.

5:24 p.m. Signage clarification needed for Waterfront areas during the winter parking program –

Mr. Ruggerio sent an email to Mr. Hallisey pointing out areas along the waterfront where signage might cause confusion when advertising the free parking program. After some discussion on where the confusion might come into play, the Board decides to address this issue at the next meeting when Mr. Ruggerio is available to supply them with clearer information regarding his concerns.

5:26 p.m. Schedule of next meeting date –

Kim will post November 4, 2008 at Town Hall as the next PGDC meeting and notify the Board.

September's finances will be presented at the November 4 meeting.

5:28 p.m. Survey/Minority Reports –

Survey –

After speaking with some downtown business owners regarding complaints that the PGDC / Park Plymouth is not effectively relaying information about street closings, Mr. Zanotti thinks Park Plymouth needs to take on a greater responsibility to gather and send out information as it relates to parking and the businesses effected in the downtown and waterfront areas. He feels PGDC can be a good central location for people to glean all parking related information and proposes there are a lot of things the Board can do to improve how information is shared, including surveying the downtown business and residential community. The Board discusses ways to improve the current process and agrees that the website needs to be developed into a more sophisticated communication tool.

With permission, Ms. McDonough shares that she has been researching and making lists of suggestions that Plymouth Growth & Development can take to increase the effectivity of their communications, and one of the pieces is developing the website. Reinvesting funds back into the community is crucial, however if PGDC cut back on Reinvestment this winter and concentrated more on branding PGDC and developing a website so it becomes a networked conduit that keeps the parking program in the

forefront of the mind of the community, advertising Park Plymouth programs and PGDC efforts would be more effective for the Corporation in the long run.

Ms. Pratt agrees that branding PGDC and developing the website is something that needs to be addressed and requests this topic to be placed on an agenda for discussion next week when Mr. Price is available.

Mr. Knox brings up how PGDC information is accessed on the Town website and the Board holds a general conversation about it. Kim will check with Tiffany about whether or not the Corporation has direct access to the Town website for posting PGDC related information and ask if they can please change the name from “Plymouth Development Corporation”. Ms. Pratt will also bring up the issue with Mr. Sylvia.

***As an aside topic, Ms. Pratt states she and Mr. Zanotti had the weekly meeting with Mark Sylvia and she brought up the topic of the 1954 Rules and Regulations.** Mr. Sylvia sent an email to his departments stating a need for their involvement in this process.

Return to Topic –

Mr. Zanotti thinks it’s important to have Bill Ruggerio develop a central database that contains current contact information of downtown businesses. He would like to use it to send out surveys in order to gauge public opinion on certain matters; for example how monies are being reinvested in the community, sending notifications about street closings, etc. The Board has a productive discussion on how the PGDC can improve the affectivity of the Corporation’s public communications by utilizing things like surveys, but Ms. Pratt does not think it a good idea to poll the community before a key vote. Kim shares that in her research, she came across some poll examples used by other downtown organizations. She will forward them to Mr. Zanotti once they are properly organized.

Minority Reports –

Mr. Zanotti feels surveying the community on issues like the pilot winter parking program is extremely important, partly because of the position Ms. Hatcher took at the Executive Summary presentation to the Board of Selectmen. Mr. Zanotti shares with the Board some email exchanges between him and Ms. Hatcher, and the Board, as a whole, discusses and airs their frustrations about these matters before Mr. Hallisey agrees with Ms. Hatcher to move on to the next agenda item.

6:15 p.m. Other Business –

Minutes –

June 17, 2008

Revisit the audio and redraft the public comment section.

June 24, 2008

Mr. Bletzer motions to accept the minutes as corrected, seconded by Mr. Zanotti **Passed | 5-0-0**

July 21, 2008

Because Mr. Bletzer and Mr. Hallisey were not present at this particular meeting, a quorum does not exist to vote properly on these minutes. Present this set for approval at another time.

July 15, 2008

Ms. Pratt motions to accept the minutes as written and Mr. Bletzer seconds

Passed | 5-0-0

July 29, 2008 –

Ms. Pratt motions accept with corrections and Ms. Hatcher seconds.

Passed | 4-0-1

August 12, 2008 –

Ms. Pratt motions to accept the minutes with corrections and Mr. Bletzer seconds

Passed | 5-0-0

***Side note: Please add these items to an upcoming Agenda –**

1. How to Handle Repeat Offenders
2. 90 day CD is up for renewal.

Return to Topic – Minutes Cont'd.

August 26, 2008 –

Ms. Hatcher motions to accept with corrections and Ms. Pratt seconds

Passed | 5-0-0

September 9, 2008 –

Ms. Pratt motions to accept minutes with corrections and Mr. Bletzer seconds

Passed | 5-0-0

September 23, 2008 –

Ms. Hatcher motions to approve with corrections and Ms. Pratt seconds

Passed | 5-0-0

Ms. Pratt shares that there is a posting on the Town website for the full time ticket writer position at Park Plymouth and approval was given for them to partner with a Park Plymouth employee on collections. As of Nov 1 the part time enforcement officers will be laid off and Melissa Arrighi had asked Ms. Pratt if she would be willing to sit in on interviews. The Board still needs to find a place to plug in the electric car.

PGDC has not received an invoice from the Town since May 2008.

Ms. Pratt suggests revisiting Sovereign Bank as a potential account holder of Park Plymouth funds because of their willingness and ability to count coins on site. Also, Park Plymouth is not seeing the same extent of financial discrepancies anymore.

7:10 p.m.

Mr. Zanotti motions to adjourn and Mr. Bletzer seconds.

Passed 5|0-0

Next meeting will be held November 4, 2008 at Town Hall.

Respectfully submitted by PGDC Secretary Mr. William Hallisey –

Signed: _____ Date: _____
William Hallisey