

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

5:01 p.m. Call the public meeting to order

No public comment at this time.

5:02 p.m. Park Plymouth Operations –

1. Mr. Ruggerio reports several notifications have been sent to the community regarding Thanksgiving parking and the December 1 free winter parking program. Ms. Pratt asks that information be verified and clarified before sending out email notices.

2. Preparations for the Dec. 1 to Mar. 31 Free Parking periods:

Ms. McDonough presents a draft of the Free Parking program poster and discusses edits and alternative avenues for advertising the program.

Ms. Pratt motions to approve one month expenditure for Leader Board advertising on wickedlocal.com for \$595.00 per month; cost not to exceed \$200.00 for Kim Hutchinson to handle the design of the posters and \$150.00 for Northeast Graphics to print the posters. Mr. Bletzer seconds

Passed | 6-0-0

Ms. McDonough will make sure all advertising placement is settled and enough posters are printed and distributed throughout the community.

3. The Board discusses logistics and incentive ideas for how they can increase permit sales during the free winter months and which underutilized lots could be branded as free parking areas in the Park Plymouth footprint. They will return to this topic later in the meeting.

4. Mr. Price requests that Mr. Ruggerio draft a written plan that addresses improving collections for “uncollectible” tickets and how he plans to make use of enforcement officers who will be working in the Park Plymouth office this winter.

5. Mr. Ruggerio reports on his research of towing companies. Mr. Marzelli suggests PGDC needs to hold a public RFP before committing to a company. Ms. Pratt will email Mr. Marzelli and ask about the language requirements for PGDC placing liens on repeat offender’s towed cars. Mr. Ruggerio will continue to research similar towns that have towing and report back to the Board.

6:03 p.m. Financials –

1. No bills at this time.

2. Mr. Marzelli has submitted all of the required paperwork to register the Corporation name. As soon as Ms. Pratt hears from him that the name has been approved, she will report back to the Board.

3. Ms. Pratt reports that she is still waiting to hear back from the auditor regarding him presenting the 2006 audit report. She is holding off an adjustment for September numbers until she hears back and the \$1750.00 bill she received from him will not be paid until the report for 2006 is received.

6:07 p.m. Availability and configuration of parking spaces –

Ms. Hatcher suggests that during winter months Park Plymouth employees inventory the area lots to determine where overflow parking could be placed during large events and which lots are underutilized. She makes some suggestions as to where these parking spaces might exist, and offers that there may be an opportunity for some lease options. Russell and North Street lots seem like underachievers since the Courthouse left. The Board considers where they can reroute parking for busses, and considers placing meters in and improving signage at the North Street lot. Safety is a concern and advertising for that area needs to improve. Certain businesses would like 15 minute spaces and loading zones in front of their shops to help solve turnover issues. The Board also considers how to help Plymouth become a walking community.

Based on Mr. Ruggiero's results of polling North Plymouth, they need more short term parking spaces. The Board wants to draft a policy that determines what qualifies a 15 minute space.

Mr. Zanotti suggests walking the Park Plymouth footprint to determine where additional time zoned areas can be placed.

Effective immediately, Ms Hatcher motions to pull the heads out of the meters in Russell Street lot and bill it as a free lot and Ms. Pratt seconds for discussion;

Ms. Pratt and Hatcher feel that the Russell Street lot needs to immediately be publicized as a free lot. The Board also considers using the Russell Street meter heads in the North Street lot.

Passed | 6-0-0

Mr. Ruggiero will inform local businesses that the Russell Street lot is now a free parking lot. Ms. Hatcher will also notify CNC.

6:47 p.m. Signage issues at the time zoned areas along the Waterfront –

The Board decides to evaluate signage needs and correct problems now so that everything is correct for April 1.

6:50 p.m. Return to discussion of Park Plymouth Permits –

Ms. Hatcher thinks offering an incentive for parking permits will help increase sales and the Board discusses this. The brochure needs to be redesigned so that it identifies free parking areas.

7:00 p.m. Bobbi Clark speaks to the Board about the County's plans for putting the Courthouse up for bid. She is present tonight to report what statements PGDC would like to make about the sale of the building. The Board decides to contact Mr. Sylvia and County Commissioners to discuss how PGDC can weigh in on the use of that building.

7: 22 p.m. Ms. Pratt motions to adjourn and Mr. Hallisey seconds.

Passed | 6-0-0

Next meeting will be held Tuesday November 17, 2008 at Town Hall.

Respectfully submitted by PGDC Secretary Mr. William Hallisey

Signed: _____ Date: _____
William Hallisey