

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

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

No public comment at this time.

5:02 p.m. Distribution of Free Parking promotion Posters –

Mr. Ruggiero and his team have distributed this winter's Free Parking program posters to key locations in the downtown, North Plymouth and Village Landing regions. Ms. Pratt relays a point of potential confusion; because North Plymouth does not have paid parking and is branded a "Timed Zone and Restricted Parking Area" within Park Plymouth's footprint, North Plymouth residents and visitors might not understand that they are, in fact, still eligible to receive tickets if they exceed time limits or park unlawfully in any Restricted Areas. Mr. Ruggiero and his team are in direct communication with the North Plymouth Steering Committee and will clear up any possible confusion if it arises.

Ms. McDonough is asked to facilitate the production of 9 Free Parking sandwich board size posters, so they can be displayed during the Thanksgiving Day parade.

Ms. Pratt motions to have 10 laminated posters made for the sandwich boards.

Excess of \$150.00 must be approved by the Board before manufacture and

Mr. Bletzer seconds;

Passed | 6-0-0

Ms. McDonough is asked to contact Ollie deMacedo and see if America's Hometown USA will generate a Plymouth Growth & Development banner to help advertise the Free Parking program in the Thanksgiving Day Parade.

Removal of limited time signs associated with meters:

Mr. Price is taking pictures of Park Plymouth's Downtown Footprint to help identify which signage areas might cause confusion during this winter's free parking program. The Board will tackle this issue this winter.

Unpaid citations:

Mr. Ruggiero put together a list of some things Park Plymouth staff can do this winter to collect on unpaid citations. Mr. Price thinks the list is a good start; however it does not address how to utilize the new Park Plymouth employees. He asks Mr. Ruggiero to elaborate on his suggestions by indicating the types of projects, benefits of each, and how much time it will take for Park Plymouth employees to complete them.

More on dealing with repeat offenders:

Mr. Ruggiero explains the results of his research on how other towns handle towing repeat offenders' vehicles. There might be a possibility to work in partnership with the Plymouth Police Department because they already have working relationships with towing companies and can provide the level of protection Park Plymouth needs to comply with Personal Property/ Liability laws. The Board discusses

identifying only the top 20 offenders. Ms. Pratt asks Mr. Ruggiero to provide a list of those top offenders and draft a Repeat Offenders Towing Protocol by the next meeting.

More ideas on how permits may need to be priced and promoted?

Mr. Zanotti is concerned about issuing permits for a reduced fee without stipulating and making very clear how long people can park in branded "Timed Zone" areas. Mr. Price asks the Board to come back with more ideas on how to handle this issue.

5:28 p.m. Financials –

As a side note, Ms. Pratt reports that she emailed Mr. Friend to ask if he could weigh in on how other towns handle towing. She will pass information back to the Board when he responds.

KC Graphics Inv #1216

Park Plymouth Posters \$130.00

Clancy Inv # CPL0809

System support for July-September \$2,700.00

Mr. Marzelli

Legal fees for questions relating to the Hearing Officer's contract \$75.00

Mr. Bletzer motions to pay the bills and Ms. Hatcher seconds

Passed | 6-0-0

Cost cutting measures during winter months:

Ms. Pratt reports the Corporation can SAVE \$100.00 per unused handheld ticketing unit if they are returned to Clancy during the winter months. Mr. Ruggiero feels Park Plymouth can comfortably return 5 units and will make all necessary arrangements with Clancy to return the units for December 1 and make sure they are reserved in time for Park Plymouth's use on April 1.

CD Renewal term has expired:

The rollover period for the \$65,000 CD held at South Shore Savings Bank expired on the 16th. Ms. Pratt researched area bank CD terms and promotions and Sovereign offered a 3.68 to 3.75 APR for 6 months. Together, she and Mr. Price closed out the South Shore Savings CD with the intent to reinvest it at Sovereign, but the rate had dropped to 3.25 APR when they went to deposit; they opted to not deposit at that time. The CD accrued \$440.00 in interest, which will be carried over to November's financials. Ms. Pratt will continue to research CD promotions and if she is unsuccessful, she will redeposit the \$65,440.00 check back into a three month CD.

Unpaid citations as receivable or uncollectable:

Mr. Bienvenue is coming in to speak with Ms. Pratt sometime this week and she will talk with him about issuing an adjusted balance sheet. She also asked for him to be timelier with presenting the yearend financial statements and provide the requested 2006 audit report. She will give him all the necessary documentation to complete the Certified Collections Statement for 2008.

5:40 p.m. More on availability and configuration of parking spaces

Ms. Hatcher is working on completing a list of suggestions for what she would like to see Park Plymouth

Employees work on in the winter months to reconfigure parking spaces. She will email it to Mr. Price so it is ready for next week.

5:45 p.m. Initial discussion of possibilities for parking facilities (Alan Zanotti)

Mr. Zanotti suggests the Board look at increasing parking spaces and to consider researching how much it would cost to add a one level garage [possibly] at Memorial Hall, Russell Street or another area in Park Plymouth's footprint, via land acquisition. The Board thinks his suggestion of asking Mr. Filla to come in and give a presentation on what the flexibilities are for building a structure, is a good one. The Board discusses inviting other consultants to weigh in as well. For now, Mr. Zanotti will speak with Mr. Filla about coming in sometime in January to speak with the Board.

Date of the next meeting:

Ms. McDonough will post a meeting for the Plymouth Growth & Development Corporation at Town Hall every Tuesday night from 5-7pm, from November 25 through December 16, 2008. Mr. Hallisey will run the meeting for Mr. Price on December 16, as he will not be able to attend that evening.

Further discussion of the 1820 Courthouse and the Courthouse corridor:

Mr. Price had some discussions with Mr. Sylvia on how to proceed with PGDC's interest in the 1820 Courthouse. Mr. Sylvia will speak with the Selectmen tomorrow before committing to the depth of PGDC's involvement in this project. Mr. Price suggests that perhaps Mr. Marzelli can weigh in on what PGDC's options are for revenue bonds, leasing, etc., as it relates to Chapter 182.

The Board discusses the application process for obtaining CPC funds and logistics for purchasing the property, or at the very least, making sure they have a say in how this property is developed. Mr. Zanotti and Mr. Bletzer think that incurring a charge from legal council might be a little premature; they would rather first speak with Mr. Sylvia about it. Mr. Price states that depending on the direction the BOD conversation takes tomorrow night, he would like to hold a brief exploratory conversation with the attorney about it.

Website:

Ms. McDonough presents a mock design for the PGDC and Park Plymouth websites and a list of available URL names that are available for PGDC to purchase with Godaddy dot com. She is working to complete organizing her compiled research information on, i.e., poll questions used in other parking programs and website design examples, for presentation to the Board at a later date. The Corporation needs to be branded first. Ms. McDonough will call Plymouth South's marketing team and others in the community to see who can come up with the best brand design for the Corporation. Upon Ms. Hatcher's recommendation, she will also check out Homestead's website template and domain name registration offers.

6:31 p.m. Ms. Hatcher motions to adjourn and Ms. Pratt seconds. Next meeting will be held November 25, 2008 at Town Hall.

Respectfully submitted by PGDC Secretary Mr. William Hallisey –

Signed: _____ Date: _____
William Hallisey