

Members Present: Leighton Price, Christine Pratt, Billy Hallisey, Charlie Bletzer, Alan Zanotti & Dick Quintal

5: 00 p.m. Public Comment –

No public comment at this time.

5:00 p.m. Park Plymouth Operations –

Mr. Ruggiero reviews his Weekly Summary Report of Park Plymouth Operations with the Board.

Permit Sales –

To date, Park Plymouth has sold 55 more permits than last year.

Ticket Revenue for January & February 2009

Ticket revenue for both months totaled \$96,149.00. The staff continues to work on collecting on older tickets.

Out of State citations that remain open:

The staff emailed a test group of 216 registrations over to Clancy. Mr. Ruggiero is waiting for investigative results from Attorney Parsley.

Plymouth DPW Handicap Parking Spaces & Redeployment of Meters:

An email from James Downey states that David Gould is the DPW's Acting Director. As soon as the weather is improved, DPW will conduct the Handicap Spaces Study and present findings to Mr. Ruggiero.

Redeployment of refurbished P&D:

Mr. Ruggiero is awaiting response from Mr. Vogel regarding the possibility of Park Plymouth leasing his lot [at the former 1620 Restaurant]. Mr. Ruggiero will follow up.

Park Plymouth procedures for towing:

The Board reviews Mr. Ruggiero's draft letter for people with five or more citations and citations exceeding \$1,000.00. Mr. Price will be speaking with Mr. Marzelli in the morning regarding his progress with the Police Department.

Mr. Ruggiero will see Ms. Pratt to finalize the back of Clancy tickets.

Mr. Ruggiero will look into how many people have three or more tickets before the Board decides how to proceed with a follow up letter that encourages them to pay now or risk having their vehicle towed.

Plymouth Police policy on abandoned vehicles

Park Plymouth can refer registrations to the Police Department for determination of whether a vehicle is eligible for towing.

Request by Massachusetts Motorcycle Association:

The Board places MMA on the March 10 meeting agenda to address their concerns about motorcycle parking in town. This topic needs addressing in full for the 1954 Rules and Regulations. Mr. Ruggiero will look into what policies and state statutes exist, in time for Tuesday's meeting. Ms. Pratt will look into the 1954 Regulations.

Questions regarding taxi stands, an email from Patrick O'Brien

Mr. O'Brien's response is to bring the proposal before the BOS before returning to PGDC with a time line for completion.

Questions regarding Park Plymouth & the DPW working together on maintenance projects:

Ms. Arrighi is open to allowing DPW to work with Park Plymouth on maintenance projects but a "Gift Account" will need to be set up to pay for the expenses associated with any work performed. Mr. Ruggiero will look into the scope of who would be responsible for handling certain maintenance tasks.

Feedback from North Plymouth Merchants regarding the possible changes in enforcement hours and time limited spaces:

Only one business, The Cleanist, is in favor of changing space configurations in that area.

Signs reminding the community that paid parking starts on April 1.

Kim will design and facilitate the manufacturing of eight laminated sandwich board signs that announce the April 1 start date of paid parking.

Staffing Update, Maintenance & Etc.:

Mr. Ruggiero suggests Park Plymouth crew should begin their full-time schedule the week of March 17 to get all the equipment back online and perform a complete systems check. Float up cash will begin the last week in March.

Etc:

Mr. Ruggiero ordered the overlays for the P&D machines.

The Board explains to Mr. Quintal the full layout of the Park Plymouth footprint.

Metering on School Street needs to become an Agenda topic for discussion.

Flex Permit:

The Board discusses logistics for issuing Flex Permits to businesses that have multiple vehicles or employees. There are too many variables to consider before voting this issue. This topic needs to be discussed further.

Permits for Park Plymouth employees:

Park Plymouth staff asked if PGDC would consider purchasing Parking Permits for them this year.

Mr. Price encourages the Board to motion if PGDC was to purchase parking permits for Park Plymouth staff, they must park in the North Street or Russell Street lots.

Mr. Quintal believes that purchasing permits for employees is an ethics issue and advises against it.

Mr. Quintal motions all employees must park in the designated free areas or purchase a permit themselves. Ms. Pratt seconds for discussion

The Board discusses where employees should park if they purchase their own permits **Passed | 6-0-0**

The Board agrees this issue should be included in the Park Plymouth Employee handbook.

6:27 p.m. Financial Matters –

Joyfly Buzz PR | Marketing

Administrative Services for February **\$409.95**

Mr. Hallisey motions to pay the bill and Mr. Bletzer seconds **Passed | 6-0-0**

Status of work with Auditor:

The Auditor will not sign off on this year's audit until the outstanding minutes are complete. There will be an Executive Session next week to deal with Executive Session Minutes.

We still have not received the 2006 summary statement.

On Thursday, Park Plymouth enrolled in Cubic's System Support Contract. The bookkeeper will work with the system support person assigned to Park Plymouth to reconcile Jan-Dec 2008 Pay & Display deposits to system receipts. If Ms. Pratt does not receive input from the bookkeeper on the future receivable adjustment for January before Friday, she will adjust the number herself and send it to the auditor.

Bike Racks:

Ms. Pratt meets with Ted Bubbins on Tuesday to answer his questions. She is still waiting to hear back from Mr. Marzelli about whether PGDC must RFP this project. Mr. Price completed the A.D. Makepeace application and needs to review everything with Ms. Pratt before submitting it. Ms. Pratt will call Entergy.

Status of advertising the open Board position:

Mr. Quintal brought this issue up to Tiffany last week. Mr. Price will check to see if she has advertised the position.

6:37 p.m. Customer Complaint in email –

Mr. Quintal hands Mr. Price a lengthy email complaint about parking on July 4, 2007.

6:37 p.m. Minutes—

February 24, 2009

Ms. Pratt motions to approve with corrections and Mr. Hallisey seconds **Passed | 6-0-0**

February 17, 2009

Mr. Hallisey motions to approve with corrections and Mr. Bletzer seconds **Passed | 6-0-0**

6:50 p.m. Mr. Quintal is excused to deal with BOS matters

February 10, 2009

Ms. Pratt motions to approve with corrections and Mr. Hallisey seconds

Passed | 4-0-1

Feb 3, 2009

Mr. Bletzer motions to approve with corrections and Ms. Pratt seconds

Passed | 4-0-1

7:07 p.m. Mr. Bletzer motions to adjourn and Mr. Hallisey seconds

Passed | 5-0-0

The next PGDC meeting is Tuesday, March 3, 2009 at 5 p.m. in Town Hall.

Respectfully submitted by PGDC Secretary Mr. William Hallisey –

Signed: _____ Date: _____
William Hallisey