

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

5: 01 p.m. Public Comment –

Sid Kashi notifies the Board he found a contractor for the Storm Water Remediation project but they cannot begin until May 11. It is likely the contractor will take 5 weeks to complete the project and only need to block one or two parking spaces. Mr. Kashi had emailed Kim this request earlier in the week and she brought a printed copy for Mr. Price; Mr. Kashi made a copy so Mr. Price could sign both for the DPW and PGDC office files. Mr. Ruggiero will work directly with the contractor to block off the necessary parking spaces.

5:07 p.m. Park Plymouth Operations –

Status of several matters related to motorcycle parking:

Parts to fix the broken P&D machine in the office should arrive tomorrow. Mr. Ruggiero will produce a new example of the P&D receipt and email it to the Board when it comes in.

Cabby Shack property lines:

Patrick O'Brien reviewed Cabby's lease and said it appears he does own the apron area near his deck. As of this time, Park Plymouth is not ticketing motorcycles in that area.

Mr. Knox gives his report on the parking situation at the Cabby Shack and Ziggy's. Aside from some "live" parking on Town Wharf and foul language used by bikers, he saw 9 motorcycles parked in one space on the wharf, 4 of them illegally, and 7 motorcycles that overstayed their welcome in a timed zone near Ziggy's and a rider who gave Linda a hard time about this. Captain Rogers assured Mr. Ruggiero that enforcement officers have the Police Department's full support when they call in any problems. The Board asks Mr. Ruggiero call the MMA back in to speak with them about this issue.

5:41 p.m. Mr. Quintal arrives –

Return to topic:

Mr. Bletzer suggests posting the motorcycle parking rules on the sandwich boards and strategically locating them in problem areas.

Mr. Quintal shares that Melissa Arrighi told him that Cabby does not lease the area located near the apron of his deck. Mr. Ruggiero will call and get clarification on Cabby's lease.

Mr. Zanotti will invite Cabby to a meeting to speak about his parking area.

Construction on Park Ave:

The reconstruction work at Depot Square has begun and the Board needs to reach a decision on how to handle parking in that area. The Board discusses branding Depot Square a "metered area" and allowing

4 motorcycles to park in one space. They will check with David Gould on whether spaces are regulation size before making a determination on how many bikes can park in one space.

Mr. Knox motions when the Board consider metering new spaces, a portion are made available to residents at no cost and Mr. Quintal seconds for discussion

The Board discusses a need to be supportive of the residential community however, they need a long term parking plan first.

Failed | 1-6-0

Mr. Bletzer motions to meter three spaces, one motorcycle space and a bike rack space in Depot Square and Mr. Zanotti seconds

Passed | 6-1-0

Ticket revenue for April:

533 paid generating \$17,000 in revenue.

Tickets issued April 1-26:

Clancy identified 638 citations issued. Of these, 31 were "voids" and 18 customers requested appeals.

Mr. Ruggiero and Ms. Pratt need to finalize the "Void Procedure" policy draft for the auditor.

Parking permits issued in April 1-26:

33 permits sold after the half price sale, generating \$2,000.00. Total number of permits sold this year is 906, generating \$26, 725.00.

Marked registrations from 1/1/07-4/27/09:

4151 citations were marked at the RMV. Park Plymouth cleared 1177 registrations, providing a net revenue of \$30,240.00 after RMV fees.

Park Plymouth still has not received an RMV bill for 700 unmarked registrations; this needs to be included in the budget.

Outstanding citations/collections agency:

Mr. Ruggiero spoke with Mark Arnold of DMI regarding collection letters to customers. It appears having an agency handle collections for those with one or two tickets is cost prohibitive. Mr. Ruggiero will extrapolate information from the example collection letter Mr. Arnold provided him, incorporate his own language and present a draft for review by the Board and legal counsel.

March's financials will include \$190,000.00 as "outstanding future receivables" for the last three years and \$90,000.00 as "uncollectable".

Handicap Spaces Audit:

Mr. Ruggiero is still waiting for James Downey to report on the subject.

Beth Jacob:

Park Plymouth received a copy of the placard CBJ will use for their event. Everyone is clear on the relaxed enforcement rules for Saturday May 2, 2009 until 1pm.

Maintenance:

The Board reviews Jarred’s list of completed maintenance tasks for 4/14/09 through 4/28/09. See dated Park Plymouth Progress Report in the April Handouts file, located in the 2009 Minutes Binder for specific information.

Mr. Zanotti will call Ms. Arrighi to speak about Park Plymouth getting permission from the bargaining units to handle some maintenance for snow removal.

6:25 p.m. Financial Matters –

Follow-up on Plymouth Guide:

Mr. Price reviewed the links on www.plymouthguide.com. Park Plymouth’s information is complete and accurate.

Follow-up on Destination Plymouth:

Mr. Price gave DP the correct parking information for their map.

Bills to be paid:

Joyfly Buzz PR Marketing	
Administrative Services for April	\$396.93

Mr. Knox motions to approve the bill and Mr. Zanotti seconds **Passed | 7-0-0**

Accountants:

Lisa Santos and Elaine Sears from the accounting service will meet with the Board next week to speak about how they generate reports and weigh in on the financial discrepancies with meter technologies.

Report on Duncan Meters:

Ms. Pratt created a financial report on Duncan Meters and sent it to Mr. Price and Mr. Knox; she will forward it to the remaining Board members tomorrow. In order to certify financials, the Board needs to decide how to handle the financial discrepancies with Duncan technologies.

Ticket Appeals:

The Board reviews the Hearings Officer Quarterly Report, dated 1/1/09 through 3/31/09. Mr. Lundborn will be in on May 12 to meet the Board and answer any questions they have.

Revised Tickets for handhelds:

The Board looks at the finalized version of the handheld tickets Park Plymouth ordered. Mr. Ruggiero will work with Liz to finalize the manual tickets and bring a draft before the Board for approval.

RFP for bike racks:

The Attorney is still reviewing this RFP.

RFP for update of parking regulations:

Ms. Pratt will bring the Draft RFP and two copies of the 1954 Regulations to the meeting next week.

6:39 p.m. Mr. Quintal must leave to attend to BOS matters:

Before he leaves, Mr. Quintal asks the Board to consider splitting the overtime costs for the 80 events scheduled in fiscal year 2009 with the VSB. Proposed share for each group is \$6, 000.00.

Mr. Quintal will provide the Board with more facts on the proposal next week.

The Board discusses a need to strategize on future financial contributions to the Town.

Mr. Knox motions to designate \$8,000.00 for the Town of Plymouth to use for any activity in 2009, but they cannot come back for more money and Mr. Hallisey seconds for discussion

The Board discusses how groups approach them for Community Reinvestment Funds. Ms. Pratt will bring the Draft Community Reinvestment Policy in the next couple of weeks so the Board can revisit this issue. Mr. Zanotti would like to table this discussion until Ms. Arrighi is available to speak with the Board on this matter.

Mr. Knox suggests drafting a yearly Grant for these types of issues.

Motion Withdrawn

7:06 p.m. Mr. Zanotti leaves

The Board needs a Community Reinvestment Policy moving forward, some of which will require BOS approval.

7:08 p.m. Ms. Pratt motions to adjourn Mr. Bletzer seconds

Passed | 5-0-0

Next meeting is May 5, 2009 at 5 p.m. at Town Hal

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti –

Signed: _____ Date: _____
Mr. Alan P. Zanotti