

May 12, 2009

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

5: 00 p.m. Call the meeting to order and Public Comment –

There is no public comment.

5:02 Request regarding the Memorial Day parade (David Stone)

Mr. Ruggiero received an email from Mr. David Stone of Veteran Affairs requesting relaxed enforcement be approved for the Memorial Day Parade on May 25, 2009 until 12p.

Ms. Pratt motions to approve relaxed enforcement until 12 noon on May 25, 2009 for the Memorial Day Parade and Mr. Knox seconds

Passed | 5-0-0**5:04 p.m. Events in town (setup, teardown, cleanup)**

The Board reviews Economic Development's database of Town sponsored events for fiscal year 2009 and considers how to handle Mr. Quintal's suggestion PGDC help pay the overtime costs for these events. Mr. Price suggests putting \$6,000.00 into a Town managed account to help pay for event overtime.

Mr. Knox motions to give \$8,000.00 to the Town of Plymouth for placement in a special account to help pay for the opening and closing of the show mobile and cleanup and Mr. Quintal seconds

Mr. Price amends the motion: to give \$8,000.00 to the Town of Plymouth for Mrs. Arrighi to place in a special account and manage the funds in coordination with the VSB, overtime expenses to be reported to PGDC

Passed | 5-0-0

The BOS must endorse this expense. Ms. Pratt will send a letter to Mrs. Arrighi and the VSB outlining PGDC's level of support.

5:24 p.m. Hearing Officer Mr. Lundborn Reports –

Mr. Lundborn is before the Board to present his progress report for the first quarter. Hearings currently take place between 2pm and 6pm, and a Saturday hearing will be an option when the busy season arrives. Office staff has been helpful, snow removal was the biggest pet peeve. Biggest reason for Appeals was overtime parking. For backup purposes, Ms. Pratt will place a copy of the Appeals Log in the files on a quarterly basis. Mr. Knox would like to see a breakdown summarization of the total number of appeals held responsible and those dismissed. Mr. Lundborn has some suggestions to improve the Appeals Request Form. He will make some adjustments and present it to the Board in the next couple of weeks.

May 27 is the next appeals date. Mr. Lundborn has made efforts to notify the Police Department.

5:36 p.m. Motorcycle Parking –

Mr. Price researched 1948 Chapter 40 section 22a of MGL on motorcycle parking. The law is very consistent with the Board's recent decision, except it does not stipulate how many motorcycles can park in one spot. Further, any violation in a space is eligible for ticketing and motorcycles cannot block the means of egress of another motorcycle in that space. Current 1954 Rules and Regulations do not state anything about this issue so State Law supersedes it.

The 1954 Rules and Regulations definition of a "Vehicle" appears to include motorcycles; however, the Board's decision to allow more than one motorcycle to park in a single space fits with PGDC's intent to expand parking. Until PGDC codifies the 1954 Rules and Regulations, up to four motorcycles may park lawfully in a single space but more than four bikes will cause enforcement officers to issue written warnings to each rider. All motorcycles parked illegally in one space are still subject to ticketing.

Ms. McDonough will research the Town bylaw on signage for Park Plymouth's sandwich boards.

There is still no information available on the lease property lines at Cabby Shack. Ms. McDonough will research the matter further and report to the Board next week.

The Board approves of the modified parking slips.

6:01 p.m. Depot Square –

Ms. Pratt motions to rescind the previous vote to install meters in Depot Square and Mr. Bletzer seconds

Passed | 5-0-0

Mr. Bletzer motions to make Depot Square a two-hour time zone in Park Plymouth's footprint and Mr. Knox seconds

Passed | 5-0-0

6:04 p.m. Park Plymouth –

Storm Water remediation project:

The contractor chalked the work zone area today; however, the new start date for the project is May 18.

Outstanding citations:

The Board reviews Mr. Ruggiero's draft CL letter to those who received citations in 2000-2008. Park Plymouth will mail the 5900 letters at a cost of approximately \$1100.00, minus staff time.

Mr. Ruggiero's Computer malfunctioned:

Contrary to thought, the backup hard drive was not saving Park Plymouth information and a recent hardware failure erased all information from the computer. Mr. Ruggiero requests purchasing a service contract from a technician to perform a monthly computer health check. The Meter Track System is still not functioning. Jarred will work with the tech in CA tomorrow via telephone to synchronize the historical meter collection information, which is still stored inside the hand held units. Mr. Ruggiero will look into cost for a service contract and develop a backup protocol to prevent this from happening again.

Citations paid:

260 citations paid, generating \$6,600.00.

Permits:

4 sold this week. Total sold this year is 915, generating \$27,000.00

Mr. Ruggiero is modifying his weekly progress reports to reflect information that is more thorough.

6:27 p.m.

Financials –

Bills to be paid:

Clancy Systems International

Inv # CPL0903

Dated March 31, 2009

\$820.00

Leighton Price

Reimbursement for Formspring

\$ 19.00

Online purchases have stopped. Mr. Price will discontinue the Formspring account and update the website to reflect accepted forms of payment.

Mr. Bletzer motions to pay the bills and Mr. Knox seconds

Passed | 5-0-0

A draft of the management letter should be available in two weeks.

The Board decides to forego the 2006 financial summary from the Auditor. Ms. Pratt will not pay the associated \$1,000.00 invoice. She will speak with Mr. Bienvenue about this and report to the Board next week.

Collections Policy:

The Board needs to ratify the Collections Policy within the next couple of weeks. Mr. Ruggiero does provide his manual reconciliation to the accounting firm.

RFP bike racks:

Ms. Pratt expects the turnaround time for the bike rack proposal is two weeks.

Updating parking regulations:

Everyone has copy of the 1954 Rules and Regulations to review for a discussion on codification next week.

Registration of PGDC:

Mr. Marzelli is looking into why the Plymouth Growth & Development Corporation remains unregistered with the State.

MOU expires June 30, 2009.

Ms. Pratt will speak with Mrs. Arrighi about getting an extension on this deadline.

6:45 p.m.

Mr. Quintal motions and Mr. Bletzer seconds to adjourn

Passed | 5-0-0

Respectfully submitted by PGDC Secretary Mr. Alan P. Zanotti –

Signed: _____ Date: _____
Alan P. Zanotti