

**Members Present:** Leighton Price, Christine Pratt, Alan Zanotti, Charlie Bletzer & Richard Knox

**Absent:** Billy Hallisey

**5: 02 p.m. No Public Comment at this time**

**5:02 p.m. Park Plymouth –**

**Blocking the Jenney Pond Lot for the Waterfront Festival:**

Denis Hanks will contact the businesses in the Spring Street area to request they send letters of support or non-support about the Chamber blocking the Jenney Pond lot to through traffic during the Water Front Festival in August.

**Fisherman’s Lot behind East Bay Grill:**

Al Saunders of the Harbor Committee will provide feedback from his group on how and when they are using spaces in that lot. The Board considers making this lot available after 12 noon to Residents who own a parking permit.

**Rainwater Remediation Project:**

The project is almost complete. DPW needs an invoice to replace the stolen meter.

**Follow up Letters to people with outstanding violations:**

Park Plymouth sent a new batch of 165 letters to customers on the 12<sup>th</sup>.

**Parking Revenues:**

More people are spending time downtown on the weekends but this depends on the weather.

**5:20 p.m. Financials –**

**Update on RMV charges:**

**Town of Plymouth**

RMV services fees

July 2007 - May 2009 \$7,000.00

Lynn Barrett has the policy on how PGDC will reimburse the Town for unmarked vehicle service fees from the RMV. Park Plymouth will generate a monthly report and reimburse this expense to the Town within ten days. This fee lists as an Expense on the Balance Sheet and will be reconciled to the RMV report and numbers generated accumulatively at the end of the year.

**5:26 p.m. Mr. Quintal arrives, Return to topic –**

**Mr. Zanotti motions to pay the bill and Mr. Bletzer seconds**

**Passed |6-0-0**

**Plymouth Police Department**

Invoice # 2009-247

American Legion Post 40

Vietnam Memorial Wall \$1571.33

This is the first of two invoices for Police coverage. (Mr. Ryan expects the total cost for Police Detail to be approximately \$3,000.00 total.)

**JR Lundborn Professional Assoc.**

May Hearing Officer Services

Invoice #17 \$680.00

**Pembroke Computer, Inc.**

Park Plymouth Computer Maintenance

Invoice # 11095 \$431.45

**Mr. Bletzer motions to pay the bills and Mr. Zanotti seconds** **Passed | 6-0-0**

Maintenance Contract with Pembroke Computer Inc. would cost \$85.00 a month. Mr. Ruggiero will ask for a quote and written service contract so Mr. Price can review it and determine whether it is appropriate to purchase.

**Motions to let Mr. Price review the service contract and if appropriate, enter into the Agreement** **Passed | 5-1-0**

**PCDC Inc,**

Destination Plymouth

Advertising for Downtown Plymouth \$00.00

PCDC provided this invoice to the Board as a courtesy to show the Downtown was included in their advertising campaign, as promised, despite PGDC not giving a \$12,000+ contribution to PCDC advertising efforts this year.

**Financial Report –**

The Board reviews a draft of the Statements of Cash Flow for the first quarter. Please refer to the June Handouts File in the 2009 Minutes Binder for factual data.

The Board understands that once the parking program stabilizes, there will not be the same amount of income generated because collection of old ticket payment revenues will dry up.

Mr. Ruggiero and Ms. Pratt will now report Dismissals on a monthly basis so the receivables amount is marked correctly on the balance sheet.

**Mr. Zanotti motions to invest \$50,000.00 in a CD and Mr. Knox seconds** **Passed | 6-0-0**

**2008 Audit Report**

Ms. Pratt gives the Draft Audit Report for 2008 to the Board Officers present at the meeting. She will arrange a meeting to review it with the Auditor. The Park Plymouth Operation has improved remarkably since last year’s report.

**RFP for Parking Regulations**

Ms. Pratt will attempt to provide the final version next week.

**RFP Bike Racks**

Ms. Pratt expects an answer on Friday from one of the proposed companies.

**PGDC’s Financial Contribution to Event Overtime**

Tiffany Park did not receive the letter Ms. Pratt sent explaining our level of support for this. Ms. Pratt will resend it. Once the BOS endorse PGDC’s vote to give the Town \$8,000.00, Ms. Pratt will cut a check to the Town.

**6:23 p.m. MOA Update –**

The Board met with Ms. Arrighi yesterday to review the MOA Draft. Mr. Price will ask the BOS for a minimum 3-year extension on the MOA so the new, recently full Board can adjust and further improve the operation. The Board will do a brief Power Point presentation at next week’s BOS meeting when they make this request.

The Board discusses including their previous decision to seek BOS endorsement for Community Reinvestment amounts over \$5, 000.00 in the MOA.

There also needs to be clearer understanding in the MOA of who in Town Hall is responsible for handling Park Plymouth signage needs.

Mr. Ruggiero will assess which signs in the Park Plymouth foot- print need modification and give the list to Mr. Quintal.

**6:44 p.m. Further discussion of a Master Parking Plan**

The Board reviews Mr. Knox’s second point in the Master Plan, “Scope”. They will email him some ideas on this so he can modify his draft to their liking.

**7:00 p.m. Mr. Zanotti and Mr. Bletzer motion to adjourn**

**Passed | 6-0-0**

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

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Alan P. Zanotti