

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

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**5:00 pm Call to order, public comment –**

There is no public comment at this time.

**5:00 p.m. Parking Related Requests & Policy –**

Mr. Ruggiero is not present tonight because a family member passed away.

Mr. Price states the Board needs to adopt a communication policy for event organizers that have special parking related needs. Some planners are taking it upon themselves to block off parking spaces or bag meters without submitting any kind of formal request and others are approaching the Board with last minute requests. The lack of communication between event organizers, Town Departments and PGDC is causing logistical problems for the parking program on many different levels. The Board also needs to discuss which annual events they should consider granting parking related waivers to, and follow up on PGDC becoming a signatory requirement on Economic Development's Special Event Permit.

**Annual Police & Fire 5K Road Race:**

Brian Stas, Coordinator for the Police & Fire Annual 5K Road Race, requests relaxed enforcement at the 184 parking spaces in Water Street Lots 1 and 2 and to bag the 25 meters between Radisson Harbor Hotel and the Rotary, in order to accommodate walkers and runners during the 2009 Plymouth Police & Fire 5K Road Race on September 27, 2009. The Plymouth Police will bag meters at 7am and Water Street will not be open to traffic from the Rotary to Lothrop Street from 10am to 1pm. Bags will come off the meters immediately after the race is over. If granted permission, race organizers will not publicize that enforcement is relaxed that day.

**Mrs. Fernandes motions to have relax enforcement all day on September 27, 2009 in Water Street Lots One and Two; Relaxed enforcement is to not be publicized and Mr. Quintal seconds**

**Passed | 7-0-0**

Ms. Pratt will follow up with Mrs. Arrighi regarding whether PGDC can become a signatory requirement on the Economic Development Event Permitting form and email the PGDC Draft Special Events Policy to the Board.

**5:33 pm Park Plymouth –**

**Computer Upgrades:**

Kim will follow up with Bill to see if he was able to purchase the Clancy P&D monitoring computer.

**Overflow Parking in the Commercial Fisherman’s Lot:**

Kim received complaints in the office regarding East Bay Grille Valets using the Commercial Fisherman’s Lot for overflow parking. Mr. Bletzer assures the Board East Bay told their Valets not to do this.

**Ticketing practices on privately owned land:**

The owner of the real estate company above the Weathervane Restaurant on Town Wharf is unhappy he received a ticket for parking in a Handicap space on his property. The Board confirms that anyone parked at a handicap space, whether on public or private property in MA, is eligible to receive a ticket if they do not display a valid handicap placard.

**State Police Voids:**

The Board wants to establish a policy for voiding State and Local Police Department tickets, possibly via the services of our Hearing Officer. Ms. Pratt will speak with Mr. Lundborn about it this week.

5:50pm

**2009 Annual Election of Board Officers:**

**Mr. Zanotti motions and Mr. Bletzer seconds to elect Leighton Price for President** Passed | 7-0-0

**Mr. Zanotti motions and Mr. Bletzer seconds to elect Ms. Pratt for Treasurer** Passed | 7-0-0

**Mr. Knox motions and Ms. Pratt seconds to elect Mr. Zanotti as Secretary** Passed | 7-0-0

5:53pm

**Park Plymouth Management Position:**

Leighton Price, Christine Pratt, Donna Fernandes and the Town of Plymouth’s Human Resources Director Roberta Kety met last week as the “Park Plymouth Management Position Hiring Subcommittee”. After reviewing eight resumes, they concluded the applicant pool was unsatisfactory and there is a need to re-advertise the position until they find a qualified candidate.

Once the Board has interviewed the Subcommittee’s selection of candidates, the Board will publicly announce their choice before entering into Executive Session to discuss salary negotiations.

The Board discusses their thoughts on current salaries and job requirements for the new hire and current manager.

Kim will come to next week’s meeting prepared with advertising costs for parking related trade journals and the Massachusetts Municipal Association.

**Mr. Zanotti motions to spend up to \$2500.00 on advertising the Management Position and Ms. Pratt seconds for discussion**

Mr. Zanotti asks for clarification on the Management Position’s job requirements. Ms. Pratt replies the successful candidate must have a Bachelor’s Degree in Public Administration with three years related experience or a College Education and five or more years of comparable experience. Mr. Zanotti asks the Board to consider eliminating the Bachelor Degree requirement, in hopes of encouraging more applicants.

6:17 pm **Mr. Quintal is excused to attend BOS matters**

**Return to topic:**

Fellow Board members are opposed to this; they feel the best way to insure the Parking Program meets its full potential is to hire someone with the standards they have set in the applicant guidelines.

**Mr. Price calls for a vote on Mr. Zanotti's motion**

**Passed |6-0-0**

6:34pm **Financial Information –**

**Bills:**

**Gatehouse Media**

CNC

Plymouth Guide Center Spread \$500.00

**Gatehouse Media**

Patriot Ledger

Advertising of the Park Plymouth  
Management Position \$541.79

**Lisa L Santos Accounting Services**

Invoice # 679

Compilation and reconciliation for period ending  
July 31, 2009 \$650.00

**Guidelines Seal and Save**

Painting of "No Parking" areas  
Between Water Street Lots One and Two \$300.00

**Joyfly's Buzz PR |Marketing**

Park Plymouth Office  
Week ending August 28, 2009 \$400.00

**Joyfly Buzz PR |Marketing**

Park Plymouth Office  
Week ending Sept 11, 2009 \$400.00

**Cubic Transportation Systems**

Repair Charges

Invoice # I200066637 \$445.29

Approval for Cubic is contingent upon all repair work performed is to Mr. Ruggiero's satisfaction. Ms. Pratt will have him sign off on the bill.

Kim did not receive her weekly pay last week for services rendered in the Park Plymouth office because the Board did not hold a regular meeting. Ms. Pratt would like the Board to give permission for her to

write a check for Kim's work performed in the office without Board approval on weeks they are not in regular session.

Mr. Knox asks when Kim's term is over in the Park Plymouth office.

Her term ending on October 1 and with no new management hire in sight,

**Mr. Knox motions to keep Kim in the office in her capacity until the new manager is on board and Ms. Pratt seconds for discussion**

Ms. Pratt would like to revisit Kim's length of employment in the office on a month-to-month basis. The Board discusses the level of support Kim offers while they are transitioning to a new manager and considers how long she should remain.

Ms. Pratt would like to the Board to revisit her initial request first; for the Board to give her permission to write Kim a check for work performed in Park Plymouth without their approval on weeks they are not in regular session.

**Mr. Knox motions to grant Ms. Pratt the authority to approve Kim's weekly pay when the Board is unable to meet and Mr. Zanotti seconds** **Passed | 6-0-0**

The Board considers how long they should keep Kim in the Park Plymouth office.

**Mr. Knox amends his motion to keep Kim in the office until November 1 and Mr. Zanotti Seconds for discussion**

Mrs. Fernandes thinks extending Kim's term until the end of November is a more realistic option because they still have not engaged anyone in the interview process

**Mrs. Fernandes amends the motion to extend Kim's length of employment until November 30 and Mr. Zanotti seconds** **Passed | 6-0-0**

**Leighton A. Price**

Reimbursement for Advertisement  
Park Plymouth Management Position  
In the Boston Globe

\$1353.00

**Mr. Bletzer motions to pay bills and Mr. Knox seconds** **Passed | 5-0-1**

(Mrs. Fernandes abstains for lack of information)

**Verizon Wireless**

Invoice # 2277403867  
8 Modems

\$1395.12

Mr. Ruggiero is preparing to suspend Modem service during the Free Parking period.

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

**July Financial Reports:**

The Board reviews July’s financials. Please refer to the September 2009 Handout files for complete data.

Ms. Pratt will ask Central Parking to confirm the total amount due for the equipment lease buyout in preparation for the next Board meeting. The payment is due by October 16.

**7:06 pm**

**Other Matters –**

**Report to the Board of Selectmen:**

Mrs. Arrighi agreed to Mr. Price’s request she schedule the PGDC’s presentation to the BOS in November.

**MOA:**

Mrs. Arrighi is working on the language for the MOA.

**Ethics Commission Update:**

Geeta McGrath of the State Ethics Commission called requesting we send more information relating to the Jeffrey Fischer matter. Mr. Price pointed out that the items needed to complete her investigation are already in her possession.

**1954 Rules and Regulations:**

A copy of the Draft RFP for 1954 Rules and Regulations will be sent to Attorney Marzelli for his review and the addition of privacy language.

**7:10**

**Mr. Bletzer and Mr. Knox motion to adjourn**

**Passed |6-0-0**

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

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