

May 12, 2010

Members Present: Leighton Price, Chris Pratt, Donna Fernandes, Dick Quintal & Richard Knox

Absent: Alan Zanotti & Charlie Bletzer

7:00 pm Call to Order and Public Comment—

Rick Johnson and Nathan Cavaco, of Plymouth Water Sport, are present to request Park Plymouth take a look at which parking spaces are specifically for his business on the docks. When the town repaved the wharf, his parking stall lines shifted, not clearly delineating his spots anymore. Mr. Burke will make an appointment with him to review the area and discuss a solution.

7:05 pm Plymouth Parking Plan—

Transit/Parking Facility Location/Feasibility Study: Mr. Frank Gay and Patrick O'Brien are present to discuss partnership and funding options for building a parking facility in the downtown. Mr. Burke will bring an official Draft Scope of Work necessary to complete the evaluation study to the Board in a couple of weeks.

7:50 pm Requests to Temporarily Reserve Parking Spaces—

Factory Five Racing: Organizers submitted a request to reserve and pay for 50 spaces on the Water Street on Saturday June 12, in the early morning through the afternoon, for their annual car show event. Historically, the Board prefers not to block spaces in prime areas during peak seasons.

Ms. Pratt motions and Mr. Knox seconds to not honor their request but to offer them use of the Jenney Pond lot for a small fee.

Passed | 5-0-0

Beth Jacob Request to reserve parking on Saturday July 17 for a Bar Mitzvah: The Board agrees there is plenty of free parking available at the Jenney lot, which is a short walk to the temple. Mr. Burke will advise them the Board declined and suggest they park in the free lots.

Engel & Voelkers Grand Opening Reception: Donna Fernandes formally requests to reserve 18 parking spaces to accommodate valet services and parking during her company's Main Street grand opening reception on June 11, from 5-7p. Some members are very concerned with the number of blocked spaces requested for temporary private use. Mr. Knox objects to having a board member make a request on behalf of a business where the board member has a conflict of interest and states that he would vote against the request. The Board agrees that Park Plymouth needs a policy that specifically deals with blocking spaces for private use by any person or business and that the policy should be ready for review by the Board at the next meeting. Mrs. Fernandes will work with Mr. Burke on rearranging the location of spaces she needs in the Middle Street lot, notify all abutting neighbors and modify her formal request for the number of reserved spaces needed for valet parking on Main Street, and present a revised request in two weeks. The Board does not vote on this request.

Bylaw revisions: Attorney Marzelli provided the Board with some written feedback on the Draft Bylaws. They discuss how to handle his suggestions on finalization.

Mr. Knox motions and Mr. Quintal seconds for the Board to send out a RFP for Legal Services before July 1

Mr. Knox explains he feels Attorney Marzelli is too contradictory in his advice. Mr. Price feels for the most part, he has given decent advice but it does not preclude sending out another bid. There was a number of times when Board members complained about the timeliness of his responses to PGDC's requests.

Mr. Price thinks the Board should revisit this later and calls for a vote. Failed | 2-3-0

Mr. Knox and Mr. Quintal are the only two in favor of sending out an RFP. The Board will revisit this later.

Bylaws: Mr. Price requests another Board member review Attorney Marzelli's suggestions versus Mr. Knox's Draft. The Board tables this discussion until there is a full Board.

8:56 pm

Park Plymouth—

Two Seasonal Employees: Mr. Burke hired Rose Grover and Sarah Barchi as seasonal part time meter enforcement officers. He will arrange for them to meet the Board.

Uniforms: Mr. Burke wants to order shorts, shirts and Khakis for Park Plymouth staff uniforms. Total cost is \$899.00 for two pairs of khaki shorts, one pair of pants, three shirts and a cap for each employee.

Ms. Pratt motions and Mr. Knox seconds to support the purchase of uniforms at a cost not to exceed \$1,000

Passed | 5-0-0

Revenue report: Permit sales continue to do well through April. Citations are up because of an increase in enforcement coverage. There is a positive trend in paid citations; this year is higher than last year.

Revised Collections Letter (CL): Staff will mail CL's to \$200,000 worth of outstanding ticket holders tomorrow. Mr. Burke suggests Park Plymouth write tickets off the book from 1993-2000.

Modems: Monitoring is working; five of the eight modems are working. Staff is trying to hardwire one modem due to energy problem.

Collections Partnership with the Town: The Town is not interested in linking Park Plymouth collections of unpaid parking tickets with town issued bills.

Time Limited Meter Stickers: Staff applied these to almost all of the meters.

Letter to state re: Mr. Burke sent a letter to the State RE: start of parking enforcement of the two semi circular driveways at Pilgrim Memorial State Park on June 1 and new signage.

1954 Traffic rules and regulations: Mr. Burke suggests Park Plymouth staff focus on updating Section 5 of the 1954 Traffic Rules & Regulations instead of bidding it out. A lawyer is going to ask staff to handle section 5 anyway.

9:15 pm

Financial Information—

Ms. Pratt distributed the invoice summary, Audit Management Report and March financials in advance of the meeting.

There is no further action required in the Management Report. The Board does need to revisit the Risk Assessment Policy. Our Auditor submitted a request to PGDC for them to handle our audit for the next three years at the same price, as long as we are happy with their services.

Mr. Knox motions to accept the three-year proposal to continue with the audit Quintal

Passed | 5-0-0

Other Financial matters: Bike racks are on order; the HDC approved the signs for the racks. Ms. Pratt will email Hector Castro and Ted Bubbins with the delivery date. Ms. Pratt would like Street Scapes coordinate freight in the most economical transportation manner.

Mr. Knox motions and Mrs. Fernandes seconds to approve invoices submitted for payment by the Treasurer.

Passed | 5-0-0

Bills:

Gatehouse News (Community News)

Centerfold- Plymouth Guide \$ 500.00

Gatehouse News (Community News)

Part Time Help Ad \$221.42

Town of Plymouth

MEO Services- April (5 week month) \$10,793.77

Town of Plymouth

RMV Service Fees April, 2010
86 ea @ \$20.00 \$1720.00

Robert Marzelli

Invoice # 17769
Work done on Scofflaws, Parking Ticket
letter, Bylaws, Personnel Manual, Bylaws &
Misc Matters \$2430.00

Bartlett Consolidated

Meter posts \$196.16

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

Signed: _____ Date: _____
Alan P. Zanotti, Secretary