

Members Present: Leighton Price, Alan Zanotti, Chris Pratt, Dick Quintal & Richard Knox

Absent: Donna Fernandes & Charlie Bletzer

7:05pm Call to order and Public Comment—

7:05pm Approval of Minutes—

May 12, 2010

Mr. Knox motions and Mr. Quintal seconds to approve as corrected

Passed | 3-0-1

Mr. Zanotti abstains because he was not present at that meeting

June 9, 2010

Ms. Pratt motions and Mr. Zanotti seconds to approve as written

Passed | 3-0-1

Mr. Knox abstains because he was not present at that meeting

7:15 pm Park Plymouth—

Bike Racks: Racks delivered to Mr. Bubbins on Monday. He will let Ms. Pratt know about an installation schedule so we can arrange for local press.

Squashing tickets: Mr. Knox wants to make sure the Board is on the same page with the answers they give to people who ask how to squash a ticket. All Board members reiterate PGDC's policy that no members of PGDC may void any tickets and that Park Plymouth staff members can only void tickets under specific well-defined circumstances; in general, all tickets must go through the normal channels of the appeals process.

Ms. Pratt asks Mr. Burke to review the number of tickets Mr. Lundborn dismisses. Mr. Burke shares that corrective steps are already in place to reduce this number. He will bring a sample of the types of offenses Mr. Lundborn is dismissing for Board review at the next meeting, and report findings on the structure of Mr. Lundborn's billing.

PGDC Follow-up Items—

Fishermen's lot Permit: Staff sold one permit to date and wrote a couple of violations. Permit seems to be working in general.

Parking Lot Signs: The sign overlays arrived. Staff will install them over the next two weeks.

Carver Street Striping and Signage: Mr. Burke will contact Mrs. Arrighi and Hector Castro to check on where this falls on DPW's list.

On Call It Service: John Connelly came in for orientation and went through all computer software, he was able to solve some issues in an hour. Ms. Pratt will get a non-disclosure agreement for him to sign.

Parking Meters in Reserve: Mr. Burke would like to send 9 meters to Duncan for a complete refurbish so there are some in reserve. Cost to refurbish is \$99.00 each.

Ms. Pratt motions and Mr. Knox seconds to allow Mr. Burke to coordinate refurbishing service with Duncan on meters to maintain a working inventory

Mr. Zanotti asks if we should investigate experimenting with another type of parking meter. Mr. Price states this question is fair for a future date but not when we are running out of meters.

Passed | 5-0-0

6-month Action Plan (7/15/10 to 1/15/11): Please refer to the July handout files in the 2010 Minutes Binder for complete information on these action items.

1954 Rules & Regulations: Staff is finding a good number of inconsistencies in parking space clearances on the street. Mr. Burke will work through these issues with Traffic & Engineering.

Brewster Street Meter Installation and Striping: Mr. Burke spoke with James Downey and the B&B owners on Brewster Street about installing 3 new spaces at the bottom of the street near the B&B. NSR Metal Works quoted \$650.00 for poles and installation.

We have double meters all the way down Brewster Street and no parking stalls. Brewster Street needs 31 parking stalls and Guidelines Seal N Save quoted \$400.00 to paint these stalls. Mr. Burke suggests reducing the number of 15-minute spots at the Governor Bradford. This is part of an ordinance change so staff will study the amount of tourists utilizing that area and make a recommendation on how many spaces the hotel really needs before making a change.

Ms. Pratt motions and Mr. Zanotti seconds to accept the quotes Mr. Burke received for work on Brewster Street

Passed | 5-0-0

Plymouth Parking Plan—

Parking Lot and Permits Utilization Survey: The Board reviews Mr. Burke's study of lot utilization by hour. With the exception of North Street, lots are getting a good mix of permit users. The Board discusses possible incentive programs that will shift employee permit holders from other areas and into the North Street lot. They agree there is also a need to shift employee and other permit holders away from the Waterfront 1 lot. Mr. Burke states though we should charge for parking in the Free Waterfront lot, we cannot fairly do this until we make several improvements to it. They will revisit this issue in the Master Parking Plan.

Enforcement Hours: Staff currently enforces until 6pm and we are on the books until 7p. Mr. Burke suggests we are missing an opportunity to collect a lot of revenue by not enforcing during that last hour and next year we expand enforcement until 7p.

Bus RV Lot: Mr. Burke suggests next year we fill this lot with buses until 5pm, take meters out of the lot and allow people to valet park there. He further suggests PGDC needs to regulate valet parking in Plymouth.

Plymouth Multimodal Parking Facility Study: We received the Transportation Improvement Program; this is a real project now. We need to get an MOU together between GATRA, PGDC and the Town. Once the Federal Transportation Authority makes their comments on the scope, the RFP can be released.

Newport Gateway Transportation Center Field Trip: The Board will meet in the Russell Street lot for their Field Trip to Newport on Tuesday August 17, 2010 at approximately 9:00am. Mr. Quintal offered to provide transportation for the whole group. Mr. Burke will arrange for a meeting with the person in the Police Department who runs parking enforcement.

OCPC Regional Transportation Plan Update Visioning Workshop on August 18 at 7pm: The group decides to attend this meeting on Wednesday August 18, 2010 at 7:00pm instead of holding their usual Board meeting.

Recurring Bills: Ms. Pratt asks the Board for permission to pay regular occurring bills or any that are pressing before the next meeting convenes.

Mr. Knox motions and Mr. Quintal seconds if there is need, to give Ms. Pratt authority to pay invoices that do not exceed their normal amount before the next meeting

Passed | 5-0-0

Draft Parking Citations Processing and Collections Services RFP: The Board reviews Mr. Burke's draft RFP on the Citations Processing and Collections Services. Mr. Price and Ms. Pratt will forward their notes to Mr. Burke for final mark up. He wants to release the RFP in August.

Ms. Pratt motions and Mr. Knox seconds to allow Mr. Burke to forward his final Draft RFP to Attorney Marzelli for review.

Passed | 5-0-0

Cost/Benefit of Providing a Meter Grace Period Electronically: Mr. Burke suggests adding five or ten extra courtesy minutes on the meter when we roll out the Master Parking Plan. There is no financial cost to do this.

9:17pm

Financials—

Bills:

Guidelines

Invoice # 2026
Repaint 43+ parking stalls \$350.00

Northeast Graphics

Invoice # 10425
2500 trifold color brochures \$880.81

Lisa Santos Accounting Services

Invoice #758
Accounting Services Rendered \$625.00

Mr. Zanotti motions and Mr. Knox seconds to pay the bills as presented

Passed | 5-0-0

Congregation Beth Jacob Special request for Parking: Congregation Beth Jacobs requested parking placards for their members to use during their Jewish High Holy Days on September 8 from 6:30-10pm, September 9 from 9:30am-3pm, 6:30-10pm, Friday September 10 9:30am-3:00pm, September 17 6:30pm-10pm and Saturday September 18 9:30am-9:00pm. Mr. Burke will speak with Seth Teles, Ritual Committee Chairman, to find a workable solution about limiting parking to the lots.

9:30pm

Miscellaneous—

Financial Info: Ms. Pratt distributed all financial info for Board review at next meeting. Mr. Burke will meet with Ms. Pratt to look at the budget and make recommendations.

Sovereign Bank: Mr. Burke is meeting with the owner to try to get the 12 parking spaces back in our control.

9:35 pm

Mr. Knox motions and Ms. Pratt seconds to adjourn

Mr. Knox withdraws his motion so the Board can handle Executive Session matters.

9:35 pm

Temporarily adjourn the Public Meeting to go into Executive Session under the provisions of MGL, Ch. 39, 23A-24

Roll Call Vote—

Ms. Pratt —Yes
Mr. Zanotti —Yes
Mr. Quintal —Yes
Mr. Knox —Yes
Mr. Price —Yes

9:45pm

Ms. Pratt motions and Mr. Knox seconds to adjourn Executive Session

Passed | 5-0-0

9:45 pm

Mr. Knox motions and Ms. Pratt seconds to adjourn the Public meeting

Passed | 5-0-0

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

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