

Members Present: Leighton Price, Alan Zanotti, Chris Pratt, Richard Knox & Donna Fernandes

Late Arrivals: Dick Quintal

Absent: Charlie Bletzer

7:05pm Call to order and Public Comment—

Approval of minutes—

May 26, 2010

Mr. Zanotti motions and Mrs. Fernandes seconds to approve as corrected **Passed | 4-0-1**
 Mr. Knox abstains because he was not at this meeting.

June 23, 2010

Mr. Knox motions and Mr. Zanotti seconds to approve as corrected **Passed | 5-0-0**

Nov 20, 2009

Mr. Knox motions and Ms. Pratt seconds to approve **Passed | 5-0-0**

7:13pm Park Plymouth—

New Signage in Lots: Paid Public vs. Free signs are installed in lots.

16 Carver Street: DPW signed and striped the area near the engagement tree so motorcycles will not park there.

On Call IT Services: On Call IT signed a non-disclosure and fixed broken computers and Mr. Burke is pleased with their work so far.

Sovereign Bank: The bank is currently not interested in working out an arrangement for PGDC to utilize parking spaces in their lot. Mr. Burke will revisit this topic with them in the fall.

DCR Semi Circles: Mr. Burke is still waiting for a response from DCR regarding them issuing their employees permits to park in the semi circular driveways on the waterfront. Mr. Knox knows the DCR Director personally, so he will contact him.

Commercial Fisherman’s Lot: To help enforce the new active commercial loading/unloading permits for the Commercial Fisherman’s lot, Mr. Burke will purchase sign overlays that state parking is restricted to Commercial Fishermen from 4am-5pm daily, the lot is open to residential permit holders after 5pm, and no overnight parking is allowed.

Car damaged in the Free Waterfront Lot: Park Plymouth Staff removed the debris that caused vehicle damage in the Free Waterfront Lot. The Board discusses how they might work with the Town to assume responsibility for maintaining the parking lots while keeping efficient controls of our budget. Ms. Pratt shares she had spoken with Bill Hallisey about PGDC assuming responsibility for maintenance of parking lots in our footprint, and he suggested we bring the issue up with the BOS. Mr. Burke will put together a recommendation for the scope of responsibility in a maintenance plan, for PGDC to discuss at the Annual Report presentation.

7:40pm

Mr. Quintal arrives

Lease Opportunities: Mr. Burke will continue to research possible land leasing partnerships with property owners, although he is meeting resistance.

6-month Action Plan updates—

Update 1954 Rules & Orders: Staff has completed updating of 65 of 322 regulations within Section 19. The update includes new measurements, elimination of redundant and outdated ordinances, and notations for where signing and striping is missing. Once complete, the draft update will go to the Town DPW/Engineering and Police Department for review.

July Financial Reports—

Parking Permits: Only eight (8) permits sold in July, two of which are the new active commercial loading/unloading permits in the Commercial Fisherman's Lot at a pro-rated \$250.00/permit. 1,330 total permits sold to date for 2010, compared to 897 for 2009, which represents an increase of 48%. Permit sales revenue is up \$10,145.00 over the same time last year.

Citations Issued: Staff issued 2,102 citations in July, which is an increase of 745 citations, or 45%, over July 2009 sales. The increase is attributable to continuing very good weather relative to last year and staff's efforts to keep all enforcement shifts filled. For the year, citations are up approximately 60% over 2009 levels and 32% over 2008 levels (April thru July).

Citations Paid: 2,244 citations have been paid in July generating revenue of \$32,148.00. This is the single highest number of paid citations for a month in over two years. Staff continues to contact customers regarding outstanding citations by sending CL (21 day), DL (42 day) and the new OD Notices to Scofflaw List.

Citations unmarked @RMV: 85 citations were cleared in July, reversing a three-month period of declining clears. Staff is doubling efforts with the registry to seek addresses for all outstanding violations where addresses are not readily available through license plate registration look-ups. RMV fees payable to the Town for July 2010 amount to \$1,700.00.

RFP for Parking Citation Processing and Collection Services: The Board reviews Attorney Marzelli's commentary and Mr. Burkes draft RFP for Collection Services.

Ms. Pratt motions and Mr. Knox seconds to proceed to distribute the RFP in accordance with legal requirements

Passed | 6-0-0

Ms. Pratt motions and Mr. Knox seconds to allow Mr. Burke to authorize payment of advertising the RFP at a cost not to exceed \$1,000.00

Passed | 6-0-0

- 8:07pm Valet Parking:** The Board is interested in the possibility of regulating valet parking services in downtown and Cape Cod GSA Valet is present to answer questions about protocols for their company. PGDC wants to explore with Mr. Burke how to collaborate with local businesses and incorporate Valet Services into the Parking Master Plan.
- 8:41pm Parking Appeals Review and Update:** Mr. Burke shares his report on how Mr. Lundborn is handling appeal dismissals. Mr. Burke suggests that while voiding First-Time Offenders is a good will gesture, this is a slippery slope that can lead to voiding tickets for all First-Time Offenders. He will put together a list of acceptable voids in time for the Board to review at the next meeting.
- 9:01 pm Plymouth Parking Plan—**
- Plymouth Multimodal Parking Facility Study Update:** Before we release a Request for Quote, we need Federal Transit Authority's comments on our scope of work and to create a MOA between the Town, GATRA, and Park Plymouth. Mrs. Arrighi is going to contact Frank Gay and suggest PGDC lead the study.
- 9:10 pm Newport Gateway Transportation Center Field Trip –** Mr. Price cannot attend the meeting. Ms. McDonough posted the meeting as a trip. She will attend to take administrative notes.
- 9:12 pm OCPC Regional Transportation Plan Update Visioning Workshop:** The Board will attend this meeting at the Plymouth Main Library on August 18, 2010 at 7 p.m.
- 9:15 pm Financial Information—**
- Bills:**
- | | |
|-----------------------------|-------------|
| Cubic Transportation | |
| Invoice # 1200074412 | |
| Repair Service | \$493.13 |
| Town of Plymouth | |
| MEO Services for July 2010 | \$10,679.30 |
| Town of Plymouth | |
| RMV Service Fees | \$1,700.00 |
| Streetscapes | |
| Bike Rack Freight | \$1168.00 |
| Streetscapes | |
| Balance of purchase | \$9379.00 |

Town of Plymouth

4th of July Festivities

Invoice # FY10-11 \$5,000.00

John Lundborn

Hearing Officer Services

Invoice #48 \$1,200.00

Mr. Knox motions and Mr. Quintal seconds to approve the invoice summary as presented

Passed | 6-0-0

Bike Racks: Ms. Pratt does not have an installation date from the Town for the bike racks yet. Mr. Quintal shares the Town is under-staffed, but he will ask for an estimated time of completion and suggests the Board consider contracting out installation so we do not wait until next year.

Mr. Knox motions and Mr. Quintal seconds to authorize Mr. Burke to contract out installation services for the bike racks if they are not installed by Labor Day

Passed | 6-0-0

9:25 pm Other Business—

Lot Jurisdiction & Lighting: Mr. Quintal shares that many years ago, in anticipation of building parking garages, the Town bargained with the Union to remove mandatory supervision of some lots for MEO's. Lights are also off in some lots because of Town budget cuts.

9:30 pm Ms. Pratt motions and Mr. Knox seconds to adjourn

Passed | 6-0-0

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

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