

July 27, 2011

Members Present: Leighton Price, Alan Zanotti, Christine Pratt, Donna Fernandes & Bill Driscoll

Absent: Charlie Bletzer & Dick Quintal

7:00 pm Call to Order and Public Comment—

Frank Drollette of Colonial Stone is present to speak to the Board about the necessary work to repair the Soldiers' Civil War Memorial, located on the Town Training Green. After some discussion, the Board agrees it is appropriate for PGDC to first tour the Monument, and then hold some formal discussions with the Town about their own participation in the restoration. Mr. Price will place this topic on a future agenda.

7:25 pm Park Plymouth—

Canadian Coins: Phil Ryan will contact Mr. Burke about exchanging the coins.

Martini's Valet Request: Martini's management will attend a 11am hearing request meeting with the Parking and Traffic Task Force this week.

Sovereign Bank: The Landlord is revising our lease to include the eleven spaces for our use beginning September 1, but in the meantime will allow us to utilize the spots.

Job Postings: So far, we have received eight applications for the Park Plymouth Manager's position.

7:30 pm Donna Fernandes arrives—

Staffing Issues: Deb A. is absent until cleared by her Doctor. Mr. Burke wants to begin interviewing for part time employees, to help pick up the slack.

Ms. Pratt motions and Mr. Driscoll seconds to allow Mr. Burke to hire two part-time employees, to help compensate for the absent full-time employee

Passed | 5-0-0

Change in Hours: Mr. Burke wants to change office hours from 9am to 1pm on Saturdays because there is no foot traffic. Ms. McDonough will draft a press release noting change in hours.

Memorial Drive: Dennis Westgate of DPW requests to block 12 parking spaces in Memorial Hall lot to accommodate some work on Memorial Drive.

Ms. Pratt motions and Mr. Zanotti seconds to approve DPW request to block 12 spaces in Memorial Hall lot for the employees to park while they pave Memorial Drive Zanotti seconds

Passed | 5-0-0

15-Minute Spaces in front of Woods: The 15-minute sign was recently knocked down. Mr. Burke wants to meter this space because two 15-minute spaces were recently added in very close proximity near Lobster Hut.

20-Minute Spaces Middle Street: Now that Edible Arrangements has moved their business from Middle Street, the two twenty minute timed spaces in front of 18 Middle Street are no longer necessary. Mr. Burke checked with the employees at REACH Inc who believed their clients would benefit from the longer term parking.

15 Minute Spaces in Middle St Lot: Mr. Burke will add a 15-minute space in front of the dumpsters.

Ms. Pratt motions and Mr. Driscoll seconds to eliminate the two 20-minute parking spaces in front of 18 Middle Street and replace them with two, two-hour metered spaces, and add a 15-minute space in Middle St. Lot in front of the dumpster

Passed | 5-0-0

Middle St. Lot: Mrs. Fernandes shares that when she and a few abutting businesses met with Ted Bubbins and Mr. Burke last week, the local businesses want to voluntarily care for the flowerbeds on Middle St., and get a quote on fencing for around the dumpster. The Board wants to hold a meeting and raise the policy issue with the Board of Selectmen to determine who is responsible for all maintenance and signage. Mr. Burke will prepare a bullet list of items that need negotiating.

Bike Rack: Kim will draft Press release for bike racks.

Backlog List of Outstanding Citations: Board of Selectmen approved purging old tickets, however; some of them might be marked for non-renewal at the RMV. If so, we will still require the customer pay the \$20 unmarking fee.

Small Claims Court for Appeals: Mr. Burke shares a newspaper article stating there is a bill on the floor of the State Legislature that will force people to fight appeal denials in small claims court, at a cost of \$275.00.

7/20 Public Private Parking Garage Project meeting with Denis Hanks: Mr. Burke shares that two developers are interested in looking at the Memorial Lot to construct a public private garage with a lease back arrangement.

Burial Hill: Mr. Burke could not attend the Burial Hill meeting but shared the Minutes he received from the group. Please refer to the July Handout files in PGDC's 2011 Minutes Binder for a copy.

Multimodal Transportation Center Project: Mr. Price and Mr. Burke met with CBT Consultants in Boston to discuss the project. Mr. Price recommended that our consultant put their best effort forward to determine what the Courthouse corridor would look like if it were to become a multimodal transportation center. The next public meeting is in September.

Final Public Meeting for the Master Parking Plan: Scheduled for August 3, 2011 at Plymouth Community Art Center at 6:30p. Ms. McDonough is working with Mr. Burke on public announcements and invitations.

Updating our MOA: Need to extend our MOA at least 10 years so we can obtain financing and issue bonds for projects.

8:47 pm

Financial Information—

Ms. Pratt and Mr. Price met with the auditor. The only criticism is we need a Capital plan. He requested we provide a final statement from Attorney Marzelli stating we have no outstanding debts. The auditor will communicate the final trial balance with Ms. Santos when they receive his letter.

Bills:

Bricepac

Advertising for Parking Manager

Parking Today

\$115.00

COMPLUS Data Innovations

Invoice # 20846

Contracted Services

\$7,934.50

Northeast Graphics

40 Workshop Posters

\$31.88

JC Computers

Invoice # 246

Computer Services

\$225.00

Guidelines Seal and Save

Invoice #2345

\$750.00

Leighton Price

Reimbursement for Parking

CB T Meeting in Boston

\$35.00

Joyfly Buzz PR Marketing

Administrative Services June-July

\$1,125.74

Mr. Zanotti motions and Mr. Driscoll seconds to pay the bills

Passed | 5-0-0

Ms. Pratt would like to recommend allowing Mr. Burke to authorize paying the Cubic bills

Mr. Driscoll motions to move her request and Mr. Zanotti seconds

Passed | 5-0-0

Plymouth Guide: OCM printed the wrong Park Plymouth map in their spring/summer issue and Mike Spellman offered to print a free ad in the OCM paper, which is unacceptable to the Board. Ms. McDonough shares that she spoke with Mike, and told him the Board was not going to pay for the upcoming issue, they expected the correct map to be printed, and if the incorrect map ran next time and they insist on charging us, OCM will lose us as a customer.

Ms. Pratt called for a random audit of the cash drawer and it was correct to the penny.

9:05 pm **Temporarily adjourn the Public Meeting to go into Executive Session under the provisions of MGL, Ch. 39, 23A-24 (roll call vote)**

Roll Call Vote—

| | |
|----------------|------|
| Mr. Zanotti | —Yes |
| Mr. Driscoll | —Yes |
| Mr. Price | —Yes |
| Mrs. Fernandes | —Yes |
| Ms. Pratt | —Yes |

9:30 pm **Return to Public Session—**

9:30 pm **Ms. Pratt motions and Mr. Driscoll seconds to adjourn** **Passed | 5-0-0**

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

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