

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

Members Absent: Charlie Bletzer & Donna Fernandes

7:00 pm Call to Order and Public Comment—

There is no public comment at this time; however, Joyce Gubatta is present to observe.

7:00 pm Park Plymouth—

Outstanding Citations: Erickson & Snook recommended we take three customers to small claims court. One customer owes \$6,815.00, another \$1,480.00 and the final \$715.00. They will charge Park Plymouth \$250.00 for their services. They also recommend we write off two customers as Uncollectible. One lives in Florida and another has no forwarding address.

Mr. Knox motions and Mr. Zanotti seconds to write off the two scofflaws and their dollar amounts as bad debt expense with the understanding the registry mark their registrations and license for non-renewal

Ms. Pratt asks for clarification because we cannot tell the registry to hold driving licenses for non-payment. When we have an enforcement action, we do send notification to mark the registration. Mrs. McCarthy will check to see if there is a mechanism in place for this purpose.

Passed | 5-0-0

Mr. Zanotti and Mr. Knox motion for Erickson & Snook to pursue collections

Passed | 5-0-0

Mrs. McCarthy will make a collection of bad debt for office files.

Collection Notices: Mrs. McCarthy wants to modify collections notices so the fine and penalty schedule is listed on the forms. She has spoken with Janine to clarify layout and the ambiguity.

4-hour spaces (un-metered streets, metered streets and permits): Selectmen approved the addition of 6 spaces on the southerly side of Russell St. James Downing walked the area and designated markings and signage, and JB included this in the scope of work for when we handle striping and marking. We will revisit the 4-hour spaces and permits at a later date, but in the meantime Mrs. McCarthy will speak with Lois Atherton about preliminary ideas Summer St.

Passed | 4-0-1

Status of striping, marking and lot repairs: Received a letter from JB authorizing the work to be done on Water, Court & Main Streets. Markings Inc. did a purview of Main Court St., realized they made an error in their bid estimate and will submit a new one ASAP. Highway Safety Systems did provide a bid for \$2,785 to complete the job, so we may need to use them if Markings Inc does not come through.

Ms. Pratt motions and Mr. Zanotti seconds to amend original dollar amount and authorize Mrs. McCarthy to spend up to \$2,800.00 to pay for striping and stall painting

Mr. Knox asks if we have identified whether we must complete the work by July 1 or risk a Union grievance. The Board believes that we are safe because Mrs. McCarthy is working with the vendor to begin work by July 1 and JB is already working with us on the project

Passed | 4-0-1

Mr. Knox is opposed

Guidelines Prepayment of Services: The Company requests pre-payment of their invoices because they have been received late in the past. Mrs. McCarthy will give them a check immediately upon completion of the work.

7:52 pm

Financial Information—

Bills:

Erickson & Snook P.C

Collections for file # 5735 \$165.00

CDI Complus

Invoice # 22712

Collections \$5,426.90

15-23R Court St LLC

Electric Dec 11-Feb 12

Invoice # 2795 \$426.54

15-23R Court St LLC

Electric Dec 11-Feb 12

Invoice # 2893 \$405.56

Commerce Insurance Company

Vehicle Insurance

Policy # LS2846-5 \$175.80

Attorney Marzelli

Invoice # 18635

Professional Services Rendered \$195.00

Town of Plymouth

MEO Services May \$4,570.92

Worker's Compensation \$8,265.00

Cozby & Bruno

Professional Services Rendered

Invoice # 13113 \$1,693.75

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

Passed | 5-0-0

Mr. Quintal motions for Ms. Pratt to write a \$975 check to Guidelines so Mrs. McCarthy can pay the vendor upon completion of work

Passed | 5-0-0

Mr. Price reports we can pay the debt service for the garage if the Town bonds it, but Melissa does not want to do that. Mr. Knox suggests PGDC stipulate the renewed MOA with the Town be made for 30 years so we can qualify for a bond rating. The Board decides the joint meeting next Tuesday night is premature and will reschedule it once we complete our due diligence.

MOA between the PGDC and the Town: The Board must clarify some terms since we are now postponing the joint meeting between the Planning Board and the BOS.

New Computer: The Board authorizes Mrs. McCarthy to purchase a new computer for Kim to handle PGDC administrative services, communications and branding.

8:15 pm

Mrs. Pratt motions and Mr. Quintal seconds to adjourn

Passed | 5-0-0

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

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