

March 27, 2013

**Members Present:** Alan Zanotti, Charlie Bletzer, Dick Quintal, Donna Fernandes & Rich Knox

**Absent:** Leighton Price & Chris Pratt

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**6:32 pm Call to Order & Public Comment:** There is no public comment at this time.

**6:32 pm White Horse Beach Parking Committee Update:** Mr. Burke and Mr. Bletzer attended the White Horse Beach Parking Committee Meeting last week to discuss the parking problem along the beach. The Committee is mainly interested in having Park Plymouth manage parking along the streets for the residents but we explained we have no jurisdiction in that area.

**“Feed the Meter: Promotional Requests:** Mr. Mark Campanale of Bridgewater Credit Union requested handing out bank promotional materials on a Friday (in May or June) from approximately 4:30pm – 7:00pm in the East Bay Grille Parking lot. The Bank would be paying for the parking of those who arrive during this period. Mr. Burke expressed his concerns and would like to consult with Attorney Marzelli on whether there are liability issues when private groups advertise on public property.

**Mr. Knox motions and Mr. Bletzer seconds to approve this request with understanding that Mr. Burke will research any indemnification issues and offer his approval. Failed | 3-2-0**

***Mr. Quintal and Ms. Fernandes against.***

**6:50 pm Park Plymouth—**

**New Meter Install / Roll-out to April 1:** All the new meters have arrived and are ready. IPS was on site to perform a warranty check and install batteries; 24 units were not resetting correctly. We were going to return them for replacement but the meters began working today. It appears the meters needed time to warm up. Next season we will take the mechanisms out. We will make sure credit cards will have a \$1.00 minimum to be consistent with the other on-street meters.

**Hiring Seasonal Enforcement Personnel:** We will use existing staff for the shoulder season and hire two more enforcement officers to begin on May 15 to focus on meter enforcement.

**Expansion of Park Mobile to all Paid Lots:** The agreement has with Park Mobile has been signed and we will to expand to all lots at no additional cost.

**2013 Parking Restriping Plan (*Pending Town Approval*):** We have 3 quotes and Guidelines won the bid. Mr. Burke gave the Union notice and we will know by April 1 if Guidelines can perform the work.

**Parking Lot Leases Updates—**

**Sovereign Bank Lot:** Management feels they are ready to continue with our proposal to restripe and resign the lot. They will speak with their legal department about memorializing it.

**224-234 Water Street Lots:** The lease is moving towards closure. Mr. Bowen did request we monitor the ten parking spaces for his customers and prevent people from using his bathroom facilities. Mr. Burke feels this is impossible for us to control but will discuss a suitable resolution that helps us move forward with the lease. Mr. Burke will look into some of the insurance issues discussed.

**MBTA Lot Adjacent to Radisson:** The MBTA has legal issues holding up this process and they will keep us informed.

**Establish 4 Hour Permit-Exempt Parking Zones (Pending Traffic Task Force Review):** Mr. Burke will meet with them next Tuesday at 10:00 am to get approval for the permit-exempt parking zones.

**Bike Racks:** Mr. Burke will work with James Downey on where the bike racks should be installed.

**Main Street Extension Lot:** The 14 spaces in the back of the lot are causing some confusion. Signage states these spaces are reserved for employee and merchant permits only - year round - after 5pm those spaces are open to the public. Staff feels we should remove the signs.

**Mr. Knox motions and Mr. Zanotti seconds to approve Mr. Burke's suggestion of removing employee merchant permit parking only in the Main Street Lot once we get the 4 hour exempt parking on Summer Street and pending the approval of the Parking Task Force.** Passed | 5-0-0

**Digital IPS Extended Warranty Options:** Mr. Burke does not want to extend our warranty with Digital and IPS because of the cost.

**Mr. Knox motions and Mr. Quintal seconds to not approve the extended warranties.** Passed | 5-0-0

**7:35 pm WISP Policy Update:** Ms. McDonough outlined the updated Written Information Security Program Policy.

**Mr. Knox motions and Mr. Quintal seconds to approve the revisions to the WISP Policy.** Passed | 5-0-0

**7:38 pm Special Event & Risk Assessment Policy:** The Board will revisit these policies when there is a full Board.

**7:40 pm Phase 1 Proposals for the Transportation and Visitor Center:** A designer will be selected sometime during the second week of April.

**7:42 pm Parking Requirements for New Development—**

Mr. Zanotti and Mr. Burke would like having roundtable discussions with Town leaders to discuss approvals for new developments in town and how they affect parking.

**Mike Vogel:** Mr. Vogel was interested in knowing when the garage will be approved and Mr. Burke updated him on the process. Mr. Vogel is looking at a few alternatives for building out his property which is within 400 feet from the garage.

**7:55 pm Closeout of 17-23R Lease:** Ms. McDonough is still waiting for a complete file on the utility bills for our former space and cannot calculate a final closeout amount on the security deposit. She will keep the Board updated.

**8:00 pm Financial Matters—** None at this time.

**8:00 pm Customer Concern:** Mark Wyman didn't feel he was given notice on the shortened promotional period for half price permits. It was confirmed that a letter was in fact mailed to his address.

**Mr. Quintal motions and Mr. Bletzer seconds to not give him any concessions.** Passed | 5-0-0

8:10 pm

Mr. Quintal motions and Mr. Bletzer seconds to adjourn the meeting.

Passed | 5-0-0

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Alan P. Zanotti, Secretary

APPROVED | PGDC BOARD OF DIRECTORS PUBLIC SESSION MEETING MINUTES | March 27, 2013 | K.McDONOUGH

Approved