

**Members Present:** Alan Zanotti, Rich Knox, Charlie Bletzer & Dick Quintal  
**Absent:** Leighton Price & Chris Pratt

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6:30 pm Meeting Called to Order

**Public Comment:**

**Police /Fire 5K Liam Macomber Memorial Fund Race:** The PGDC received a letter from their event coordinator because 12 citations were issued after 2:00pm. There was a miscommunication - they requested relax enforcement until 2:00pm not 4:00pm as they had in the past. There are approximately 5 events annually that the Board approved for relaxed enforcement. Ms. McDonough will provide the list at the next meeting. Tickets will be waived on request.

**Barktoberfest:** The Chamber of Commerce hosted this event and it was very successful. We were called to enforce some illegally parked cars and a few citations were issued. Ms. McDonough spoke with the Chamber about some of the parking concerns. Various options were discussed and will be addressed for this function next year. The police department will be included in the parking discussions.

**Monthly Revenue Reports:** Permit revenue to date is up approximately \$11K over last year, which is about what pay station/meter revenue is down. Citation revenue is up about \$35K over last year.

**2014 Permit Program:** The Board discussed some changes to the approved Permit Program for next year based on staff recommendations. Plymouth residents will receive a larger discount.

**Mr. Bletzer motions and Mr. Quintal seconds to accept the proposed changes.**

Failed | 3-1-0  
*Mr. Knox against.*

**Mr. Knox motions and Mr. Quintal seconds for discussion that we give free parking to senior citizens.**

Failed | 2-1-1  
*Mr. Quintal abstains.*

Re-vote on previous motion to accept plan changes:

**Mr. Knox motions and Mr. Bletzer seconds to accept the proposed changes.**

Passed | 4-0-0

**Proposed Rule and Eligibility Changes:** Mr. Burke noted that the change in senior age from 62 to 66 would result in approximately 155 people who were issued senior citizens stickers last year would not be eligible this year. The Board discussed some of the issues / concerns associated with that change. The Board discussed “grandfathering” them into the Senior Permit.

**Mr. Bletzer motions and Mr. Quintal seconds that we “grandfather” seniors that bought a senior permit in past years.** **Passed | 4-0-0**

**Commercial Fishermen Permit:** Permits will be capped at 75 (same as last year). Out of town Commercial Fishermen must show a business license or proof of home ownership in Plymouth. The fishermen will now be required to bring those documents to Park Plymouth vs. the Harbormaster Office.

**Implementation Plan and Roll Out:** Ms. McDonough went over the plans to implement the changes in the 2014 parking program. The plans includes making Complus and Park Plymouth customer service aware of the changes in the program and provide training to office personnel on issuing permits. The permits and brochure are being redesigned and will include a map for each type of permit. Ms. McDonough is going to order new materials, prepare and arrange press releases, have PAC TV run an “infomercial” to get the message out and make the changes to the Park Plymouth website. There will also be “Outreach” days for giving out information and Park Plymouth will host application days to answer questions and assist people with registration.

The new Permit plan will go live on January 2, 2014.

**Parking Violation Processing, Payment and Collection Services RFP:** The current contract with Complus is expiring. Mr. Burke reviewed elements of the RFP that will be sent out for vendors to bid. The bid due date is November 4<sup>th</sup>. The bids must meet all the specifications and criteria for our technology, scope of services, reports, etc. This contract must be in place by December 22, 2013. It will be a one-year contract with two optional one-year renewals.

**Customer Letter:** Mr. Burke received a letter stating that there was a Massachusetts statute (20A) that makes reference that any first violation for parking can be dismissed. Mr. Burke researched this matter and confirmed with Atty. Marzelli that this statute does not apply because PGDC adopted statute 20A ½ not 20A.

**Donations:** The Board discussed making a donation to America’s Hometown Thanksgiving Celebration as requested.

**Mr. Knox motions and Mr. Bletzer seconds to donate \$5,000 to America’s Hometown Celebration and that this donation is allocated for town services.** **Passed | 4-0-0**

**Thanksgiving Events Parking Requests:** The Board discussed the parking requests for this event.

**Mr. Bletzer motions and Mr. Knox seconds to waive the parking fee from November 18 – 25<sup>th</sup> (approximately 100 spaces) to accommodate the Clydesdales.** Passed | 4-0-0

**Mr. Bletzer motions and Mr. Knox seconds to waive meter enforcement as submitted from Friday to Saturday.** Passed | 4-0-0

**Mr. Quintal motions and Mr. Bletzer seconds to have relaxed enforcement for the day of the parade.** Passed | 4-0-0

**Special Events Policy:**

Ms. Thompson requested race organizers attend a meeting tomorrow and Ms. McDonough will attend.

**Union Street:** Mr. Burke met with Tiffany Park from the Town Manager's Office and she asked Park Plymouth to work with the Traffic Task Force on a plan for Union Street parking. Mr. Burke met with the Town's Traffic Engineer, James Downey on Union Street and jointly are proposing that the parking stalls on the south side of Union St. and edge line on the north side be striped. This would be a first step in organizing the on-street parking. A community meeting is planned.

**Transportation and Visitors Center:** The project working group that included Mr. Burke, Mr. Quintal, Selectman Tavares, Ms. Arrighi, Frank Gay and GATRA had a meeting to discuss the next step for the garage. There were discussions on who would be the leasing entity – PGDC or the Town, would the Visitors Center be located in this building, who would be leasing out the space and can the PGDC fund this garage, etc.

The Board is planning a presentation on October 18th to Ms. Murray, Mr. Calter and Mr. deMacedo to inform them that State DOT funding will be needed to supplant the federal funding not currently available. This meeting needs to be held before the October 29<sup>th</sup> Board of Selectmen meeting.

Mr. Burke discussed plans to also meet with the Antiquarian Society /Hedge House and the Chamber of Commerce to update them on the project.

The Board discussed that it is essential to begin the financial planning associated with the garage.

**White Horse Beach Parking Study:** Mr. Burke discussed the study's findings and an alternative noted in the report that would have PGDC enforcing parking in the White Horse Beach area. Mr. Bletzer and Mr. Burke did a site inspection of this area and met with the White Horse Beach Task Force to discuss their observations. This area is not part of PGDC's designated area established by state statute and therefore changes would have to be made at the state level to allow it.

**Water Street Improvement Alternatives – Board Letter to Ms. Arrighi:** Ms. Arrighi has asked the Board to rescind the letter sent to the town with its opinion about the Water Street Project and parking concern. The Board will invite her to the next meeting to discuss this issue or have Mr. Price and Mr. Beder meet with Ms. Arrighi.

**8:43 pm**      **Temporarily adjourn the Public Meeting to go into Executive Session under the provisions of MGL, Ch. 39, 23A-24 (roll call vote) to discuss organizational and financial matters.**

Mr. Knox	—Yes
Mr. Quintal	—Yes
Mr. Zanotti	—Yes
Mr. Bletzer	—Yes

**9:00 pm**      **Return to Public Session**

**Financial Matters:**

**Mr. Bletzer motions and Mr. Quintal seconds to pay Susan Connolly’s September invoice.** **Passed | 4-0-0**

**Audit:** The audit is held up waiting for 3 letters. Mr. Knox will not be signing his letter and he will call them to let them know.

**9:05 pm**      **Mr. Quintal motions and Mr. Knox seconds to adjourn the meeting.** **Passed | 4-0-0**

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

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