

April 9, 2014

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

**Members Absent:** Richard Knox

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**6:30 pm Meeting Called to Order & Public Comment:** There is no public comment at this time.

*Mr. Quintal was not yet present.*

**Approval of Public Session Board Minutes:**

**May 8, 2013**

**Mr. Bletzer motions and Mr. Zanotti seconds to approve the meeting minutes.**

Passed | 4-0-0

**June 5, 2013**

**Mr. Bletzer motions and Mr. Zanotti seconds to approve the meeting minutes.**

Passed | 4-0-0

**March 12, 2014**

**Mr. Bletzer motions and Mr. Zanotti seconds to approve the meeting minutes.**

Passed | 4-0-0

**6:35 pm Park Plymouth Operations**

**Monthly Permit Sales:** Mr. Burke indicated that we have sold 1500 plus permits so far this year and with the rate increase we will pass last year's revenue sometime this month. Downtown Permit sales are approximately 40 so far this year versus last year total of 140; and Fisherman Permit sales are approximately 40 so far this year versus 80 plus last year. There have been 150 limited space permits sold to date.

We have had a record year for citations issued and we are at an all-time high for citations paid year to date (with the aid of Complus and the RMV).

Mr. Burke mentioned that as we have done in the past, it is time to write off tickets that are over seven years old. Mr. Burke will get the dates and figures to Ms. Pratt and she will send a letter to the Board of Selectmen requesting permission to write these tickets off. If approved, Complus and Ms. Santos will need to be notified.

Ms. Pratt indicated that she will be sending another check to the Commission on Disability that includes the penalty fees that was not included in the first check.

**PayByPhone Rollout:** Mr. Burke mentioned that the Park Mobile Program that was in place last year had a weak response. MBTA has a contract with PayByPhone and we were able to be included in their reduced rate and are in the process of introducing it to our parking areas. A new account has been set up with First Data and Ms. Pratt should see a trial deposit to verify the account has been setup.

PayByPhone may pay for all printed material, signage necessary and they are confident the reception will be positive. Part of the rollout will include “lot ambassadors” in the lots to distribute flyers and sign customers up for this free service. Customers will also have the ability to sign up online for this service.

6:42 pm

**Mr. Quintal arrived.**

**Approval of Public Session Board Minutes Continued:**  
**March 26, 2014**

**Ms. Pratt motions and Mr. Bletzer seconds to approve the meeting minutes. Passed | 5-0-0**  
**Mr. Zanotti abstains.**

**May 22, 2013**

**Ms. Pratt motions and Mr. Zanotti seconds to approve the meeting minutes. Passed | 4-0-1**  
**Mr. Bletzer abstains.**

**RFQ Bus Lot:** The bid is closed and East Bay Grille has been awarded the contract. They have chosen the option of paying \$625.00 per month for 8 months. They added the July 4th and St. Patrick’s Day Holidays for use of this lot all day. Mr. Bletzer said that busses would be accommodated anytime there is a need. Attorney Marzelli will review the lease and it should begin May 1<sup>st</sup>.

**Mr. Zanotti motions and Ms. Pratt seconds to approve the lease for a 1 year period and that the contract can become null and void if the terms of lease are not met. Passed | 4-0-1**  
**Mr. Bletzer abstains.**

6:55 pm

**Mr. Zanotti left the meeting.**

**Special Events Request:** Ms. McDonough outlined the Ryan’s Ride request for June 21, 2014. Street closings are from 10:30am – 2:00pm from the bottom of Leydon Street to Brewster Street. The ride begins and ends at the Rock. This will affect 21 meters (and the total rental charge – meter and admin fee - \$470.00). It has been confirmed that it is a registered 501c3 that provides transportation and comfort baskets to loved ones of deceased or injured law enforcement officers. Captain McNamee confirmed that this is a Plymouth based company. Mr. Bletzer suggested that they move their event to a different time of the year and not during the prime parking season.

**Ms. Pratt motions and Mr. Bletzer seconds for discussion to approve a use of space permit and waive all fees. Passed | 4-0-0**

**Next year Mr. Quintal will not approve to waive the fees if the event is held during the prime parking season.**

**DPW:** They will move their equipment into Water Street Lot 1 versus leaving it in front of the meters on the street.

**MBTA Lot Update:** Mr. Burke said that GZA had finished the borings and water samples on the lot. There were no visual indicators of any problems with this site and preliminary results of GZA Phase II ESA conducted should be completed next week.

**Enforcement Vehicle Update:** We are still waiting to hear back from the IRS for the confirmation of the name change.

7:15 pm

**Transportation and Visitors Center**

**Tiger Grant Application:** GATRA will be applying for a Tiger Grant in the amount of \$10 - \$15 million. This application must be filed by April 28th.

**Board of Selectmen Presentation:** There will be a presentation to Board of Selectmen on May 6<sup>th</sup> to review the Transportation and Visitors Center Plans with the architects and Mr. Drew Leff. Ms. Pratt would like to review the proforma figures before this meeting.

**Parking Assessment / Courthouse Corridor Project:** Mr. Price distributed the Parking Report for the Courthouse Corridor Project. Town Meeting approved the concept of this project. Parking was discussed briefly at this meeting.

**Financial Matters:**

**Invoices:**

- There was an invoice from Susan Connolly for March 2014 in the amount of \$1,583.75.

**Mr. Quintal motions and Mr. Bletzer seconds to approve payment of this invoice.**

**Passed | 4-0-0**

**Proposed 2014 Budget:** Ms. Pratt and Mr. Burke have been working on the 2014 Budget and it was sent out to all Board members.

There are 2 items that need to be changed: The approval at the last Board meeting to change the Community Development contribution from 10% to 5% and to redefine the depreciation for the new equipment and the car purchase.

**Mr. Bletzer motions and Mr. Quintal seconds to give preliminary approval of the budget (after making the 2 changes discussed).**

**Passed | 4-0-0**

**Union Street:** There is a meeting tomorrow night at Town Hall to discuss the parking concerns. Mr. Burke will attend the meeting.

**Audit:** Ms. Pratt has notified the town that there will be a delay in the audit and she will be contacting the auditor to setup a timeline for the audit.

**Money Transfer:** Ms. Pratt suggested that we transfer \$100K from Bank of America – to the Rockland Trust Operating Account.

**Mr. Quintal motions and Mr. Bletzer seconds approval of this transaction.**

**Passed | 4-0-0**

**Wheel Cart Purchase:** Ms. Pratt has an invoice for \$1,050.00 and Mr. Burke indicated that this was in the budget.

7:45 pm

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

**Passed | 4-0-0**

7:45 pm

Mr. Bletzer motions and Ms. Pratt seconds to reopen the meeting.

Passed | 4-0-0

**Electric Invoice:** There was an invoice for electricity for lighting on Russell Street sent to us from Patrick Farah of the Planning Board in the amount of \$16.00 - PGDC has no jurisdiction of this lot.

7:52 pm

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

Passed | 4-0-0

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

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

APPROVED | PGDC BOARD OF DIRECTORS PUBLIC SESSION MEETING MINUTES | April 9, 2014 | S. CONNOLLY

APPROVED