

August 13, 2014

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

**Members Absent:** Charlie Bletzer & Phil Chandler

---

**6:30 pm Meeting Called to Order & Public Comment:** There was no public comment.

**Special Event Requests**

**Donation Request:** Mike Landers from Project Arts decided to bring this request to the Board at a future date.

**400<sup>th</sup> Committee:** Ms. Pratt will bring the letter from the 400<sup>th</sup> Committee to the next meeting to discuss the approved donation.

**Plymouth Center for the Arts:** Ms. Peggy Page is requesting a paid parking exemption for The Plymouth Guild Annual Stroll to be held on September 13<sup>th</sup> (rain date September 14<sup>th</sup>). This is for North Street between Main Street and Water Street - hours 10:00am – 4:00pm. Mr. Burke will contact Chief Botieri about possibly closing a portion of North Street or make this a pedestrian way. Ms. Cheri Thompson also needs to be contacted regarding this matter.

**Mr. Zanotti motions and Mr. Quintal seconds to approve waiving the administrative fee and to bag the meters as requested; with the provision that Mr. Burke discuss this event with the Police Department – (perhaps closing a portion of the street) and give him the authority to make a decision on this event.** **Passed | 5-0-0**

**7:00 pm**

**Proposed EV Charging Station:** Mr. Patrick Farah, Energy Officer, returned and presented a revised proposal. He answered the 3 questions that were asked at the previous meeting.

1. He contacted Mr. Beder, Director of Public Works, and he does not want the area by the Sewer Treatment Plant considered because of security reason.
2. Feasibility of using “rapid charge stations”. There are 2 types of charging points AC and DC – cars use one or the other type. In the future, there will be a United States type that will handle both. The cost is \$7,500 for the 240 volt type proposed vs. the \$40,000 for a “rapid charger”. There might be a grant in the future to encourage us of the style that handles both.
3. Mr. Arons, from the Office of Community Development, continues to put a condition on this proposal that these spaces be free for at least 5 years.

The Board discussed several issues and alternatives to this proposal. They are in favor of EV chargers throughout the Town but are not in favor of giving up prime parking spaces and they have monitoring /enforcement concerns. They would like Mr. Arons to attend a meeting to discuss the “free space” issue and the possibility of the PGDC contributing/reinvesting monies into the charging station project. Mr. Quintal will call Mr. Arons to continue communication on this subject. Mr. Farah will continue to look for alternative funding for this type of project and will also be having a meeting to come up with a Master Plan for EV charging stations in the town next month.

Mr. Zanotti motions and Mr. Knox seconds for discussion to go forward with the proposal but they must pay standard parking fee, actively charge for a maximum of 4 hours and PGDC can limit the number of days per month charging events of a single vehicle. Passed | 5-0-0

7:50 pm

Approval of Public Session Board Minutes:

*June 4, 2014*

Ms. Pratt motions and Mr. Quintal seconds to approve the meeting minutes.

Passed | 5-0-0

*June 18, 2014*

Mr. Quintal motions and Ms. Pratt seconds to approve the meeting minutes.

Passed | 5-0-0

*July 15, 2014*

Mr. Quintal motions and Ms. Pratt seconds to approve the meeting minutes as revised.

Passed | 4-1-0

*Mr. Knox against.*

*July 23, 2014*

Mr. Quintal motions and Mr. Zanotti seconds to approve the meeting minutes.

Passed | 4-0-1

*Ms. Pratt abstains.*

**Canadian Coin:** Phil Ryan of the American Legion left for Canada and offered to exchange our Canadian coin. Mr. Quintal transferred \$467.37 in Canadian coin from Park Plymouth to Mr. Ryan. We need to have documentation of this deposit and any donation the Legion accepts for performing this task.

**Mr. Quintal motions and Ms. Pratt seconds to give the Legion a donation of 25% of the total US monies exchanged, as long as we get a letter of acknowledgement and receipt.**

Passed | 5-0-0

**Town Wharf Fire Lane:** Mr. Burke and Mr. Quintal had a meeting with the Fire Department on the space between Cabby's and Nix's where people are parking and using as a loading area. The Fire Department said that the area 18 feet from each building is a fire land and there should be not parking whatsoever. Mr. Burke said that will be restriping this area. This may need to go to the Traffic Task Force to address the jurisdiction question and code enforcement. Mr. Quintal will continue to review this issue.

Mr. Burke said that there will be restriping and the words "Fire Lane" added to the area at the Visitors Center, behind Middle Street, and near East Bay.

**July Monthly Permit/Collections Performance:** Mr. Burke announced that we are having a very good year so far. Utilization of the lots is continuously very high and is now starting earlier in the day.

Park Plymouth has tightened up the void/dismissal rate from 6\$ to 4.1% by having each Enforcement Officer provide written testimony on appeals to Mr. Solitro.

Mr. Burke will give a list to Ms. Pratt of tickets that needs to be written off with the Selectmen's approval.

8:25 pm

**Special Event Requests continued...**

**Beth Jacob High Holidays:** Beth Jacob is requesting relaxed enforcement for their High Holidays Special Events to be held Sept 24<sup>th</sup> from 6:30pm-10:00pm, Sept 25<sup>th</sup> from 9:00am-3:00pm & 6:30pm-10:00pm, Sept 26<sup>th</sup> from 9:00am-3:00pm, October 3rd from 6:30pm-10:00pm, and October 4<sup>th</sup> from 9:00am-8:30pm. This is for lot parking only – not metered parking. Congregants will be required to post a special dashboard placard.

**Ms. Pratt motions and Mr. Quintal seconds to approve this request.**

**Passed | 5-0-0**

**Annual Chamber of Commerce Waterfront Festival:** This event is scheduled for August 23, 2014. They have requested to close the street and block meters between Brewster and Union Streets from 6am-8pm. They are also requesting to block the back portion of Jenney Lot for a Car Show from 1pm-4pm. They have submitted their financial report as requested last year.

**Mr. Pratt motions and Mr. Zanotti seconds to approve this request and waive the permit fee for this event.**

**Passed | 4-1-0**

**Mr. Knox opposed.**

8:35 pm

**Park Plymouth Organizational Matters**

**Staffing Report:** Mr. Burke has been performing annual reviews. He recommends giving Kevin Joyce, Facilities Supervisor, a .50 per hour increase to \$18.50 and Neil Tavares, Meter Technician, a .50 per hour increase to \$18.00 per hour.

He also recommends increasing Sue Bykowski from \$13.50 per hour to \$14.50 per hour as she has successfully completed her first year as a part-time Enforcement Officer. Sue has also helped out as the customer service window.

Mr. Burke would like to change Rose Grover's title from Customer Service Supervisor to Parking Clerk and will address this change at the next meeting after establishing a job description and performing a salary survey.

**Ms. Pratt motions and Mr. Zanotti seconds to approve the increases as recommended by Mr. Burke.**

**Passed | 5-0-0**

**Ms. Pratt motions and Mr. Zanotti seconds to have these increases be retroactive to their anniversary date.**

**Passed | 5-0-0**

**Town of Plymouth Requests / Referrals**

**Ticket Revenue Share:** Ms. Pratt indicated that the Town was very satisfied with the donation offer presented for reimbursement of tickets issued outside of our jurisdiction.

9:05 pm

**Trial Cameras in Lots:** Cameras have been installed in by the Police Department in a lot to test their effectiveness.

**Legal Services:** Attorney Marzelli is retiring in September and there will be a letter sent out to firms seeking interest in providing legal services for the PGDC.

**New IT Vendor:** Mr. Price and Mr. Burke continue the process of identifying and selecting a new IT vendor.

9:14 pm

**MBTA**

**Plot Plan / Survey:** Mr. Farren was hired and surveyed and staked out the lot. It was slightly different than appraisers diagram (town map). Ownership of some of the parking spaces is split between the PGDC and the Radisson. Mr. Burke and Mr. Price are working with the Bank that represents the property to work out a joint agreement.

**Financial Matters**

**Invoices:**

There is an invoice from Susan Connolly for July in the amount of \$616.88 for administrative services.

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

**Passed | 5-0-0**

**Audit:** Ms. Pratt announced that our current auditor is leaving her firm and opening up her own company. She recommends hiring Leo Scappini when she opens her firm. The Board would like a copy of her qualifications, price of contract and a firm date of completion.

9:20 pm

**Ms. Pratt motions and Mr. Quintal seconds to adjourn the meeting.**

**Passed | 6-0-0**

Respectfully submitted by PGDC Secretary Mr. Alan Zanotti

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