

Members Present: Leighton Price, Christine Pratt, Bill Hallisey, Patrice Hatcher, & Alan Zanotti.

Absent: Charlie Bletzer

5:04 p.m. Call to Order and Public Comment

No public comment at this time.

5:04 p.m. Further discussions of the 1820 Courthouse and the Courthouse corridor

Mr. Price sent a note to Mr. Sylvia reminding him that PGDC wants to see the 1820 Courthouse become a public resource which can draw tourists and visitors to the Town of Plymouth. Plymouth's Economic Development Department is already looking into the feasibility of purchasing the building themselves, in keeping with the same uses PGDC has in mind, and the Board discusses this at length. PGDC might lose parking spaces if Economic Development purchases the building and Mr. Zanotti suggests inviting someone in to discuss how to create more parking spaces would benefit the Board. PGDC will continue to discuss how the building might figure prominently in plans to stimulate the economic and cultural vitality of Plymouth, until such a time as a decision has been made by Town and County officials.

5:28 p.m. Park Plymouth Operations –

Mr. Ruggiero is out of town due to a death in his family. Mr. Price asked Jarred Bourassa to attend in his place.

1. Winter Maintenance Schedule

Mr. Bourassa presents a draft version of his "Off Season Breakdown" proposal on how Park Plymouth staff can be effective with a number of tasks that need to be completed this winter. Mr. Bourassa estimates it will take 7 weeks to complete his list. He would like to oversee how the winter maintenance tasks are delegated to other park Plymouth employees and will create a schedule. Mr. Price asks him to email the final proposal to the rest of the Board.

2. Promotion of the winter free parking period –

Ms. McDonough presents a mock version of the Free Parking banner she created for December's advertising of the program on wickedlocal.com. She will email the final version to CNC.

The Free Winter Parking posters need to be fastened to the sandwich boards because of wind damage. Mr. Bourassa is looking into costs for lamination.

3. Permits –

The Board has a lengthy discussion on how permits might be priced and promoted this year and the feasibility for providing an online purchase option. Ms. McDonough spoke with Melissa Arrighi about the possibility of inserting a promotional piece into an upcoming Town bill and was referred to Mr. Maccaferri. With direct approval from Mr. Sylvia, Mr. Maccaferri can insert an advertisement in Town Real Estate bills, slated to be mailed to 26,000 - 30,000 homes, on December 31. Ms. McDonough received estimated costs from Northeast Graphics and presents them to the Board.

The Board thinks cutting all permit prices in half until March 31 and prorating the cost of annual permits some time after August is a good idea.

Ms. Pratt motions to take up the Town's offer to insert 30,000 advertisements in the Real Estate bills at a reduced rate for early purchase of permits; Ms. Hatcher Seconds;

Passed | 5-0-0

The Board will continue to think about logistics for residential permit pricing and payment options and present ideas in time for next week's meeting.

Ms. McDonough will work with KC Graphics to create a double-sided permit advertisement insert for the Real Estate bills.

Ms. Pratt motions for KC Graphics to design the insert, cost not to exceed \$250.00, and Mr. Zanotti seconds for discussion;

Mr. Price will give Ms. McDonough the correct text for the insert

Passed | 5-0-0

3. Signage for the parking spaces provided by the Sovereign Bank lease, correction of office signs, parking for employees with permits –

The lease for the Park Plymouth office specifies PGDC owns 2 parking spaces; one space is used for customers and one for the Park Plymouth van. The Board discusses how to best utilize them and how to enforce parking there. Ms. Pratt also shares that the original lease with 15-23 Court St. LLC has changed, now that Upper Crust is a tenant. Utilities are shared 50/50 with Upper Crust and she does not think that is fair based on the amount of usage. She will look at the lease and report her findings back to the Board. Park Plymouth employees all utilize the North Street lot.

6:38 p.m. Financial matters –

No bills at this time.

Ms. Pratt spoke with Mr. Marzelli about Parking Regulations and he suggests that Ms. Pratt put together an RFP with the 1954 Rules and Regulations attached, then forward to him for review.

6:40 p.m. More on availability and configuration of parking spaces

Ms. Hatcher hands out her Parking Sub Committee suggestions, along with an estimate of hours for how long it might take for Park Plymouth employees to execute them during the winter months. The Board will discuss the suggestions next week.

6:41p.m. Adjournment into Executive Session, under the provisions of MGL, ch. 39, 23A-24. The Board will not return to Public Session.

Roll Call Vote:

Mr. Hallisey –Yes
Mr. Zanotti –Yes
Ms. Hatcher –Yes

Ms. Pratt –Yes
Mr. Price –Yes

Next meeting will be held December 2, 2008 at Town Hall.

Respectfully submitted by PGDC Secretary Mr. William Hallisey –

Signed: _____ Date: _____
William Hallisey