

Members Present: Leighton Price, Christine Pratt, Bill Hallisey, Alan Zanotti, Charlie Bletzer, Dick Quintal & Richard Knox

5: 02 p.m. Public Comment

Laura McNamara and Terry King ask the Board to help the Town purchase the flower baskets for Downtown Plymouth.

5:10 p.m. Chairman Price welcomes Richard Knox, the newest and final member to the Board.

5:11 p.m. Flower baskets for the downtown:

The Board holds a lengthy discussion about the DPW's inability to fund the hanging flower baskets Downtown this year without help from an outside funding source. Each Town Department had to cut overtime from their budgets and the Overtime Budget is what pays for maintenance of the baskets. Ted Bubbins, Director of Parks & Recreation, tells the Board he cannot, in good faith, purchase the flowers without insuring \$8682.00 is allocated for this project; he wants to make sure the plants are cared for properly. The Board discusses costs and the need to take a more creative funding approach for beautifying the town, well in advance for next spring.

Ms. Pratt motions for PGDC to receive and pay bills from the Town this year for all Overtime incurred to maintain the flower baskets; costs not to exceed \$8500.00 and Mr. Bletzer seconds for discussion.

Mr. Quintal amends the motion to include the Board must pursue a more cost effective means to beautify the town, well in advance for next spring

Passed | 6-1-0

5:55 p.m. Park Plymouth Operations –

Permits

Four hundred permits sold in March. The bulk of them sold are residential, although there was a spike in merchant permits. The tax bill insert seems to be the most effective advertising tool for selling them so far. Online applications for permits have also been very successful this week.

Paid tickets in March

Six hundred and ninety-five tickets paid, totaling \$25,000.00+ in revenue.

Other:

The revised Park Plymouth map for the Plymouth Guide was submitted to CNC.

Staff completed maintenance tasks and are prepared for the April 1 launch for paid parking.

Request from the Town Manager's office regarding parking for the Annual Town Meeting on April 4.

Ms. Arrighi requests free parking in the Memorial Hall lot and surrounding environs for the April 4 Town Meeting.

Ms. Pratt motions to waive parking fees for the entire day in Memorial Hall lot for the benefit of Town Meeting on April 4 and Mr. Hallisey seconds

Passed | 6-1-0

6:11 p.m. Financial Matters –

Joyfly Buzz PR | Marketing

Administrative Services March **\$660.35**

Lisa L. Santos

Accounting Services
Invoice # 628 **\$1950.00**

JR Lundborn Professional Associates, LLC

Invoice #8
Hearing Officer Services **\$340.00**

The Board reviews Ms. Santos bill. Mr. Knox states that in his business, her bill would be unacceptable because she lumped all of her hours together. Ms. Pratt explains this was an unusual circumstance and Ms. Santos will provide detailed invoices moving forward.

Ms. Pratt clarifies how Mr. Lundborn bills for services rendered. The Board needs to schedule him for a Hearings Report sometime soon.

Mr. Hallisey motions to pay the bills and Mr. Knox seconds

Passed | 7-0-0

The Board considers extending Mr. Ruggiero's health benefits, which end on April 1. There is not enough information to make a clear decision so Ms. Pratt will research the matter in time for next week.

Ms. Pratt received a Notice of Assessment from the DOR for a withholding tax period in 2007. She will send it to Payroll Solutions for clarification and report back to the Board.

6:53 p.m. Mr. Quintal is excused to deal with BOS matters.

6:53 p.m. Income Reconciliation Effort for P&D lots for 2008.

Ms. Pratt would like the Board to endorse the new Pay & Display Collection Procedure, drafted by her, Mr. Bourassa and Mr. Ruggiero. Ms. Pratt suggests the Board write off \$3370.00 in accounted for parking monies as "bad debt."

Mr. Bletzer motions to write off the \$3370.00 as uncollectible bad debt and Mr. Hallisey seconds

Passed | 6-0-0

Ms. Pratt will send the Pay & Display Collection Procedure to the bookkeeper. Park Plymouth staff is aware of the new collections process and that if they do not follow this new procedure, they will receive a written performance warning.

Mr. Zanotti motions to endorse the new Collections Procedure and Mr. Bletzer seconds

Passed | 6-0-0

7:00 p.m.

Mr. Bletzer and Mr. Zanotti motion to adjourn

Passed | 6-0-0

Next meeting is April 7, 2009 at 5 p.m. at Town Hall

Respectfully submitted by PGDC Secretary Mr. William Hallisey –

Signed: _____ Date: _____
William Hallisey