

April 7, 2009

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

**Absent:** Bill Hallisey

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**5: 02 p.m. Public Comment –**

Darryl from the MMA comes before the Board to thank them for their recent decision to allow up to four motorcycles to park in one spot. He requests they send a follow up letter to the MMA that clearly documents the rules so they can notify their entire organization. He brought a sample of the hangtag pouch they will use for tickets and requests that we print tickets on thermal paper so there is a record of two copies. Mr. Ruggiero will research costs for thermal paper and draft a MMA letter for the Board to proof before he mails it off.

**5:19 p.m. Park Plymouth Updates –**

**Permit Sales:**

In 2009, 842 permits sold generating \$24825.00. Internet sales have stopped.

**Ticket revenue:**

In March 723, tickets paid generating \$27,455.00 in revenue. \$141,732.00 was collected in ticket revenue during the free parking period. April generated \$4,600.00. To date, \$128,204.00 paid, fulfilling 80% of the projected budget amount for 2009.

**Payment Plans in other municipalities:**

No payment plans are in effect in other towns and the RMV does not release registrations on hold without first receiving payment.

**North Plymouth Update:**

Signs now have overlays stating the correct times of enforcement. DPW will produce and position a "15 Minute Time Zone" sign for placement in front of The Cleanist. DPW will invoice Park Plymouth.

**Handicap Spaces:**

Auditing the handicap parking spaces is still on hold until we receive further word from James Downey; he returns to the office in about two weeks.

**Paid parking signs update:**

Updated sandwich board signs and posters stating paid parking is in effect are distributed to their correct locations.

**Request from Plymouth Firefighter Michael Souza:**

Michael Souza still has not submitted a written request to use the Memorial Hall lot on May 30.

**Additional parking meters:**

Mr. Ruggiero shares David Gould's response to his email requesting feedback on putting meters on Sandwich, Market, Summer and Union Streets.

The Board discusses supplementing the lots that use solar P&D machines with meters, instead of deploying them in other areas located in the Park Plymouth footprint. They decide to table this discussion to develop a long-range plan that defines a parking strategy, in time for the upcoming MOU negotiation.

**5:50 p.m. Mr. Zanotti is excused from the meeting.**

**5:50 p.m. Return to topic –**

**Numbers of paid citations:**

Approximately 13, 900 citations still exist as uncollectible and the Board considers placing the information on the website to encourage payment. The Board decides instead to continue sending letters and having the RMV mark registrations. In the near future, they need to consider purging a block of uncollectible debt from the system. Mr. Ruggiero will follow up with Attorney Parsley regarding his progress with the first batch out of state citations.

**Brochures:**

Mr. Ruggiero will print 2500 brochures at Sign A Rama.

**Enforcement on Easter Weekend:**

Ms. Pratt motions to relax enforcement and close the Park Plymouth office on Easter Sunday, April 12, and Mr. Quintal seconds for discussion;

The Board debates the semantics of “free parking” and “relaxed enforcement.”

**Passed | 5-0-0**

**6:16 p.m. Financial Matters:**

**Bills:**

There are no bills at this time.

**Plymouth Guide:**

Ms. McDonough updates the Board on changes she made to parking references in the Plymouth Guide.

**Incorrect signage:**

Mr. Ruggiero will correct a couple of signs that have incorrect information on Sandwich Street.

**Maintenance of the flower baskets downtown:**

The Board reviews a draft letter to the BOS outlining PGDC’s level of support for the flower baskets. Ms. Pratt will make corrections and forward it to the BOS for their endorsement and Cc; the VSB.

**RFP for bike racks:**

Ms. Pratt will send the draft RFP to the Attorney for a cursory review before advertising the document.

**A proposed change in a compensation procedure:**

The Board considers how they will handle Mr. Ruggiero’s health insurance. Ms. Pratt will have a discussion with Mr. Ruggiero and the payroll company about insurance payment options. The Board will draft a Job Description and Employee Contract after his performance assessment, since his probation period ends on April 12. Mr. Price will consult with the Attorney about Insurance benefit protocols for employees.

**MA DOR assessment of payroll taxes from 9/30/2007:**

Mr. Knox motions to give Ms. Pratt discretion to pay the DOR assessment if it is determined, the previous payroll company did not pay it previously and Mr. Bletzer seconds.

**Passed | 5-0-0**

**6:57 p.m. Public information request –**

On behalf of a Confidential Request for Inquiry, the Ethics Commission requested PGDC send records from 2007 and 2008. The documents were sent last week. The Lead Investigator notified Mr. Price she is satisfied the Commission has the information they need at this time and will subpoena for more in the future.

**7:00 p.m. Mr. Bletzer and Mr. Quintal motion to adjourn**

**Passed | 5-0-0**

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