

Members Present: Leighton Price, Christine Pratt, Alan Zanotti, Charlie Bletzer, Richard Knox & Donna Fernandes

Absent: Dick Quintal

5:00 pm **Call to order, public comment –**

There is no public comment at this time.

5:00 p.m. **Park Plymouth –**

Mr. Ruggiero shares results from the monthly operations report with the Board. Please see the 2009 September handout files for complete data.

Equipment Software updates:

New Cell phones:

All MEO's received new camera cell phones this week. If they feel there is a need, MEO's will snap pictures of a citation holder's offense and download them to the office computer for the Hearing Appeals Officer's reference.

P&D tracking software and modems:

Jeffrey Wei is still working on setting up the modems for the P&D tracking software. Verizon activated P&D modems. Three solar P&D modems were deactivated to save money.

Office Copier:

The office needs a new copier and Best Buy has one for under \$300.00. Mr. Ruggiero will see Ms. Pratt for a check so he can purchase this.

ETA on P&D tracking software and computer:

Park Plymouth is waiting for Steve Farmer to send details on when we can expect to receive the P&D tracking software. Mr. Ruggiero needs to use a credit card to purchase the DELL computer designated for the software; Ms. Pratt still has not had the opportunity to apply for one and will issue a check instead.

Blocked Spaces near a Loading Zone:

Park Plymouth issues tickets to customers that park illegally in Loading Zones and currently the Building Department is handling permits to block these spaces. Mr. Price asks whether the Board should think about enlarging Park Plymouth's purview of these spaces. Kim will check with Town Hall about this possibility.

Discussion of the MOA:

Mr. Price updates the rest of the Board on the MOA points he, Mr. Zanotti and Ms. Pratt discussed with Mrs. Melissa Arrighi last week.

“No Parking” between Water Street Lots One and Two:

Ms. Pratt will ask Mr. O’Brien send an email confirming his approval to paint the words “No Parking” on the ground between Water Street Lots One and Two. The Board still feels that creating locations for live cab stands is an important issue that needs to be addressed. She will also follow up with Mr. O’Brien about his progress on the Cab Stand Program.

Mr. Knox motions to stripe and mark the ground with the words

“No Parking” between Water Street Lots One and Two as and Ms. Pratt seconds Passed | 6-0-0

Park Plymouth Management Position advertisement—

Ms. Pratt spoke with Attorney Marzelli and Roberta Kety, regarding the protocol PGDC “must follow” when interviewing for the Management position. The Board needs to form a subcommittee of less than a quorum of Board members and post a meeting to review resume submissions in Executive Session, where they will discuss the applicants’ qualifications and then make a recommendation to the full Board. Once a recommendation is accepted, the entire Board can then enter Executive Session to discuss the terms and conditions of the contract.

If the entire Board is agreeable, the Town’s Human Resources Director, Roberta Kety, has agreed to be part of the Park Plymouth Management Position Hiring Subcommittee.

Mr. Knox says Section 3 Part A of PGDC’s enabling legislation states: “The Corporation is a public instrumentality separate from the Town and is not an Authority, Board or Committee of the Town...” Since we do not fall into one of those categories, he disagrees with Attorney Marzelli’s recommendation for how we proceed with the hiring process.

Mr. Zanotti motions and Mr. Bletzer seconds for discussion that Mrs. Fernandes, Ms. Pratt and Mr. Price serve on the Management Position Hiring Subcommittee

Ms. Pratt asks if the motion should include an invitation for Roberta Kety to serve on this committee

Mr. Zanotti amends his motion to include Roberta Kety and Mr. Bletzer seconds Passed | 5-0-1

Mr. Knox abstains because he does not believe PGDC needs to follow the Attorney’s suggestion for the hiring process.

Ms. Pratt will extend a formal invitation to Roberta Kety and Kim will post a meeting.

6:22 p.m. Financial Information –

Bills :

Joyfly Buzz PR | Marketing

PGDC Administrative Services for August \$571.80

Joyfly Buzz PR | Marketing

Park Plymouth Office

Week of August 24-28, 2009 \$400.00

Lisa Santos Accounting Services

Invoice # 678

Accounting Services Rendered

Period Ending June 30, 2009 \$650.00

Town of Plymouth

Board approval to pay RMV service fees \$2820.00

Mr. Zanotti motions and Mr. Bletzer seconds to pay the bills

Passed | 5-0-1

Mrs. Fernandes abstains for lack of information.

Report being assembled—citations/space by street and lot –

Mr. Price is putting together this report to determine ticket and payment production according to location so he can determine how much each parking space yields.

Bike Rack-

Ms. Pratt has been unsuccessful in getting the bike rack topic on the Historic District Commission’s agenda. She is working to get a general approval of the bike racks as soon as possible.

Upcoming Board Elections

Mr. Price is out of town Oct 1 -12. Board elections are coming up and the Annual Report is coming due in October. The Board will need to work on these issues before then.

6:30 p.m.

Minutes –

August 11, 2009

Ms. Pratt motions to approve with changes and Mr. Knox seconds

Passed | 4-0-2

Mr. Bletzer and Mrs. Fernandes abstain because they were not present at that meeting.

Parking Study:

Mr. Knox gives an update on his study findings to date for the Master Parking Plan.

1820 Courthouse:

Negotiations are still uncertain.

Labor Day Overtime:

Mr. Ruggiero asks the Board to authorize staff overtime for Labor Day

Pratt motions to authorize overtime on Labor Day and Mr. Knox seconds

Passed | 6-0-0

Park Plymouth Reviews:

Two staff reviews are due and Staff Self Evaluations are completed. Mr. Ruggiero requests the Board handle his review first, before moving on to the other personnel.

6:42 pm

Mr. Bletzer motions and Mr. Knox seconds to adjourn Public Session

Passed | 6-0-0

Mr. Pratt motions and Mr. Knox seconds, to enter into Executive Session under the provisions of MGL, Ch. 39, 23A-24 to review Executive Session minutes.

Roll Call Vote –

Mr. Bletzer	– Yes
Mr. Zanotti	– Yes
Mrs. Fernandes	– Yes
Mr. Knox	– Yes
Mr. Price	– Yes
Ms. Pratt	– Yes

7:10 pm

Ms. Pratt motions and Mr. Zanotti seconds to adjourn Executive Session

Passed | 6-0-0

Respectfully submitted by PGDC Secretary Mr. Alan P. Zanotti –

Signed: _____ Date: _____
Alan P. Zanotti, Secretary