

**Members Present:** Leighton Price, Alan Zanotti, Christine Pratt & Richard Knox

**Absent:** Dick Quintal, Donna Fernandes & Charlie Bletzer

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

**5:00 pm Park Plymouth –**

**December Income:** To date, Park Plymouth has collected \$22,000.00 in citation revenue and 84 registrations are unmarked at RMV.

**Permit Sales:** To date, 77 permits sold. Approximately 50% of those are seniors.

**Parking Inventory:** The Board reviews Mr. Ruggiero’s spreadsheet of the 1,584 spaces counted in the Park Plymouth footprint.

**5:09 pm Financial Information—**

The Historic District Commission is meeting January 6, 2009 at 7:30pm in Town Hall to discuss the logistics of taxicab stand placement throughout the downtown and Patrick O’Brien requested a representative of PGDC attend this meeting. The Board agrees the Town will be responsible for all taxicab signage and special consideration is necessary for the language included on them at all loading zone locations. Ms. Pratt will write a PGDC letter of endorsement to relocate one stand on Howland Street instead of the bottom of Brewster Street heading east, as previously endorsed by the Board, and send an email to Patrick O’Brien outlining what the Board discussed tonight. She will also try to attend the meeting on January 6. If she cannot attend, Mr. Zanotti or Mr. Bletzer will go in her place.

**Bills:**

**Town of Plymouth**

MEO Personnel Services December 2009	\$10,793.76
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**JR Lundborn Associates, LLC**

Invoice #38, dated 12/24/09 Hearing Officer Services & Supplies	\$897.98
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**Kim McDonough**

Reimbursement PGDC Office Supplies & sympathy cards for bookkeepers	\$70.09
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**Mr. Leighton Price**

Reimbursement Internet Permit Sales, Formspring	\$14.00
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**Mr. Leighton Price**

Reimbursement

PGDC Office heater & thermostat control \$183.07

**Mr. Bletzer motions and Mr. Knox seconds to pay the bills**

**Passed | 5-0-0**

**2010 Budget:** Ms. Pratt will bring the 2010 twelve-month budget for Board review next week.

**2009 Audit:** Kim is organizing this year’s files in the PGDC office in preparation for the 2009 audit on January 6, 2010. Ms. Pratt requested the auditors complete their review in 90 days.

**October Financials:** The amount we are down year to date is largely due to the lease equipment buyout of \$56,000 + and another \$45,000.00 was an unanticipated reimbursement to the Town of Plymouth for RMV services fees.

Ms. Pratt will call Stathis and inquire about them issuing PGDC a Uniform Commercial Code transfer of ownership letter for the meter equipment.

**Cubic Invoice \$3250.00:** Ms. Pratt questions if she should pay the invoice, even though the P&D monitoring software is not yet functioning.

**Mr. Knox motions to pay the bill and Mr. Zanotti seconds for discussion**

Mr. Ruggiero confirms the software will work once the computer is communicating with the IP addresses correctly.

**Passed | 5-0-0**

**Cubic Service Contract:** Mr. Ruggiero will call Steve Farmer and see if the Cubic Service contract is up for renewal.

5:50 pm

**Temporarily adjourn the Public Meeting to go into Executive Session under the provisions of MGL, Ch. 39, 23A-24 (roll call vote). The Board will return to Public Session if time permits.**

Mr. Knox motions and Mr. Zanotti seconds to adjourn into Executive Session –

**Roll Call Vote:**

- Mr. Knox —Yes
- Mr. Zanotti —Yes
- Mr. Bletzer —Yes
- Mr. Price —Yes
- Ms. Pratt —Yes

6:36pm

**Ms. Pratt and Mr. Bletzer motion to adjourn Executive Session and enter Public session**

**Passed 5-0-0**

**6:38 pm Steps to finalize the MOA with the Selectmen—**

The Board modifies language in the Draft MOA with the Town of Plymouth. Mr. Price will produce a clean draft based on tonight's recommendations in time for review next week.

**6:57pm Mr. Bletzer motions and Ms. Pratt seconds to adjourn**

**Passed | 5-0-0**

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

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