

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

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

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**5:08pm Call the Meeting to Order and Public Comment**

There is no public comment at this time.

**5:08pm Park Plymouth—**

**GIS Mapping:** Mr. Burke reviews a map of the Park Plymouth footprint with the Board. In the next month, staff will focus on conducting an inventory of regulated parking areas so Town Engineering can enter the information into the GIS database. Mr. Burke suggests once the plan database is complete, we consider having the GIS database in the Park Plymouth office for convenient, periodic updating.

**Pay & Display Inventory:** Staff is making a list of recommended meter parts needed for the 2010 season.

**Activation of Solar IP Addresses:** Jeffrey Wei is unavailable to help solve this problem until next week.

**Review of Action Plan Items—**

Please refer to the February Handouts file in the 2010 Minutes Binder for a complete list of Action Items.

**Clancy Service Agreement:** Clancy is drafting a Service Contract in time for the Board to review next week.

**Clancy System Computer:** The computer used to process all Clancy information is old and unstable. Mr. Burke is concerned that all of our ticket information resides on this hard drive, and not an external server. Clancy is sending a new computer system to us at no charge, per our original contract with them. Staff will perform a manual backup every night until Park Plymouth upgrades ticketing equipment and processing software to a web-based operating system, sometime in the fall.

**201 CMR 17—**

Attorney Marzelli advises Park Plymouth to follow this new legislation, which goes into effect on March 1, 2010. Mr. Burke will come back to the Board with a plan so they can review and ratify it.

**Discussion of the Parking Master Plan—**

The Board reviews the Draft Potential Stakeholders list. The Board is hesitant to institutionalize a new committee. In Mr. Burke's professional experience, having collaborative meetings with all of the major Stakeholders in attendance is crucial to developing a successful Master Parking Plan.

He, Mr. Zanotti and Mr. Knox will meet with Mrs. Arrighi to strategize whom Mr. Burke should approach about working on this project.

**RV Bus Lot suggestions—**

The Board discusses Mr. Burke’s preliminary recommendations to reconfigure the Bus & RV Parking Lot. The Board discusses implementing a special permit plan for RV’s. Mr. Burke will finalize his written recommendations for Board review next week.

**North of the Bus RV Lot:** Mr. Burke will confirm who owns one-half of the parking lot associated with 225 Water Street and report his findings to the Board.

**Possibilities to Expand Surface Parking:** Mr. Zanotti researched the Revere Copper & Brass property and owners are not interested in selling or leasing their property to PGDC without receiving a serious financial offer. Mr. Zanotti will search for suitable property alternatives with Mr. Burke.

**Staffing—**

After assessing the operation’s service levels, Mr. Burke found the meter collections effort is tremendous financial drain and enforcement coverage is meek, due to the multiple duties staff is handling. Mr. Burke will soon suggest more cost effective ways to handle coin collections and a plan to have consistency in enforcement.

6:42pm

**Financial Matters—**

**Bill:**

Kim McDonough  
Reimbursement for PGDC Filing Cabinet \$50.00

**Mr. Knox motions and Mr. Zanotti seconds to pay the bill:** **Passed | 4-0-0**

6:44pm

**MOA—**

Mr. Price will send another email to Mrs. Arrighi restating PGDC’s understanding of the language regarding the parking spaces in the Courthouse corridor.

6:46pm

**Bylaws—**

Mr. Knox reviewed the Bylaws. He will present to the Board a draft on our current bylaws, how it relates to MA Law Chapter 182, proposed language changes and reasoning why.

6:55pm

**Ms. Pratt schedule change:** There is a possibility she will be coming to the meeting from out of Town on Tuesdays and if that is the case, will ask the Board to consider moving the meeting to a later time.

7:00pm

Mr. Knox motions and Ms. Pratt seconds to adjourn the meeting

Passed | 4-0-0

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

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