

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

Absent: Dick Quintal & Richard Knox

7:00 pm Call to Order and Public Comment—

There is no public comment at this time.

7:03 pm Park Plymouth—

Ownership of Parking Spaces at One Park Place: Pat O'Brien is present to discuss with the Board how to handle claiming rightful ownership of the nine Town owned parking spaces attached to One Park Place. Since there is no documented agreement in place between the building owners and the Town, these spaces are technically in PGDC's control. After much discussion, the Board decides they do not want to make special arrangements that set a precedent. Mr. O'Brien will speak with the Town Manager before presenting suitable offers to the building owners.

7:19 pm DCR Circles: Mr. Burke is waiting to hear back from DCR following up on Mr. Quintal's meeting with Senate President Murray.

Canadian Coins: Will leave this topic on the agenda for another week.

Snowstorm Ticket Voids: John Lundborn met with Chief Botieri regarding police voiding tickets issued during snowstorms. From now on, the Police and Sherriff's Dept. will forward appeals to the Park Plymouth office and Mr. Lundborn will handle them appropriately.

Action Items—

Pilot Technology of Credit card payments on street: Pay by cell for on street is not cost effective because it is difficult to enforce. A representative for IPS meters will preview meter equipment that accepts credit cards at the June 1 meeting. The hourly rate to park will have to rise to one dollar an hour to justify cost of implementation.

Bike Racks: Installation costs from PAVAO will be available at the next meeting.

Enforcement Hours: Mr. Burke wants to begin enforcing the Waterfront until 7pm starting June 1.

Valet Parking Project: Mr. Burke is considering launching a Valet Parking program during the Chamber's Sail Plymouth event on the Town Wharf, July 9. Mr. Burke suggests a company would valet cars from the 8 spaces in front of Cranberry House to the RV lot and the first row of the Memorial Hall lot. Mr. Burke will bring back proposals from three valet companies to the June 1 meeting. Ms. McDonough will call The Chamber and request they submit their Request to Block Parking Spaces.

Waterfront free Parking Lot Improvement Project: The Board reviews this construction cost estimate from the Town engineer's office. Total estimated budget is \$43,256.00. A licensed Engineer will oversee

the project, which begins next week and is scheduled to complete in ten days. Ms. Pratt will speak with Lynn Barrett about billing.

1954 Rules & Orders Update: J. Burke has received comments from the following Town Departments: Police, Fire, Public Works and the Town Clerk's Office. James Downey, Town Traffic Engineer is reviewing the final draft for final comment. PGDC has invited the public to offer their input during the public meeting at NMES School on June 1 at 6:30pm. .

Multi-Modal Facility Study: Ms. McDonough scheduled a public meeting in the Russell Library at 7pm for June 8.

Plymouth Parking Plan: The Board received the Plymouth Center Steering Committee comments. The Committee is in favor of placing a garage at the Courthouse but prefer it is not visible from the street. Mr. Burke anticipates presenting a final Plan in June.

Bike Week: There was poor turnout because surrounding Towns had similar events but overall it was a good learning experience. OCPC plans to meet with The Town to encourage the creation of a permanent bike path along the waterfront.

8:14 pm

Financial Information—

The Board reviews January and February financial information. Please refer to the May Handout files in the 2011 Minutes Binder for complete information.

Ms. Pratt will email the budget comparison report to the bookkeeper. She is still waiting for the result from the audit. Change in Accounts Receivable calculation strategy so our books are actual and not based on outstanding ticket amounts. She requests the Board consider allowing her to revise the Accounts Receivable Policy to write off the last 7 years of fines and penalty amounts from the books, pending approval by the Auditor.

Mr. Zanotti motions and Mr. Bletzer seconds that pending approval of auditor, PGDC revise the Accounts Receivable Policy to write off the last 7 years of fines and penalty amounts from the books.

Passed | 5-0-0

Ms. Pratt wants to send a letter of intent to pay up to \$5,000 in Town related services for July 4 to the Town.

Mr. Zanotti motions to contribute up to \$5,000 for Town related services during July 4 Plymouth events

Passed | 5-0-0

We received the 2010 Audit bill for \$5,000.00. Ms. Pratt requests the ability to pay it once we receive the closure letter.

Mr. Zanotti motions and Mr. Bletzer seconds to pay the Audit bill

Passed | 5-0-0

Bills:

Gatehouse Media (Community Newspaper) \$415.82
Invoice # CN12494951
(Ad for Part time Enforcement)

J R Lundborn \$ 360.00
Invoice #: 64
(John Burke already approved)

Robert Marzelli \$ 675.00
Invoice # 18221

15-23 Court Street LLC \$ 333.22
Invoice # 2585

15-23 Court Street LLC \$1200.00
Invoice # 2624

Town of Plymouth \$9582.71
MEO Services for April 2011

Complus \$3501.77
Invoice # 20536

Shaughnessy Rental Sales \$114.96
(Already Paid through POS)

Lisa Santos Accounting Services \$675.00
Invoice # 816

Mr. Bletzer motions and Mrs. Fernandes seconds to pay the bills

Passed | 5-0-0

Guidelines Seal and Save: The Board reviews Guidelines Seal and Save proposal to stripe parking spaces for \$750.00. Mr. Burke will send the info to the Town for review. Even if the Board approves this work, the Town may need to take the position of prevailing wage.

Mr. Bletzer motions and Ms. Pratt seconds to approve \$750 to perform the work

Passed | 5-0-0

Lease: The Board decides to make the lease for 17R Court Street rental bi-annual instead of annual.

8:40 pm

Temporarily adjourn the Public Meeting to go into Executive Session under the provisions of MGL, Ch. 39, 23A-24 (roll call vote)-

Mr. Bletzer

—Yes

Ms. Pratt	—Yes
Mrs. Fernandes	—Yes
Mr. Price	—Yes
Mr. Zanotti	—Yes

9:19 pm **Ms. Pratt motions and Mr. Zanotti seconds to adjourn**

Passed | 5-0-0

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

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

APPROVED